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This Volume is presented by the
Lords Commissioners of His Majesty's Treasury
to the Rt: Hon: J. Bryce M.P.

*His Majesty's Stationery Office,
Westminster.*

But. but. laws, statutes, etc. Implications

THE
STATUTORY RULES AND ORDERS
REVISED,

BEING THE STATUTORY RULES AND ORDERS (OTHER THAN
THOSE OF A LOCAL, PERSONAL, OR TEMPORARY
CHARACTER) IN FORCE ON

DECEMBER 31, 1903.

VOL. X.

PETROLEUM,
TO
PRISON, IRELAND.

Published by Authority.



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P R E F A C E.

THIS the Second Edition of the Statutory Rules and Orders Revised, contains all the Statutory Rules and Orders of a Public and General character, and the Orders in Council and Letters Patent issued under the Royal Prerogative which affect the Constitutions of Colonies, regulate Appeals to His Majesty in Council, or make Laws as to Colonial Currency in force on December 31st, 1903.

The work has been edited by Mr. Alexander Pulling, of the Inner Temple, under the direction of the Statute Law Committee, and with the assistance of the Government Departments concerned in making the Orders.

Following the arrangement of the first edition and of the volumes which have been published annually commencing with the year 1890, the Orders have been arranged under Titles and sub-titles which are the headings and sub-headings of law to which the Orders relate, the sequence of the Titles being alphabetical.

In two respects the plan differs from that previously employed:—Each Title has a separate pagination and can be obtained separately apart from the complete edition, and the Prerogative Orders have been printed under the title to which they pertain instead of as in former volumes being relegated to an Appendix.

Throughout the work each Title corresponds to a Title in the Index to the Statutes in Force and to a Title in the Index to the Statutory Rules and Orders in Force, so that any person referring to the same Title in the three works can ascertain what Statutory Power of making Orders exists, and whether and how such Power has been exercised.

A new edition of the Index to the Statutes in Force is published every autumn revised to the end of the last Session of Parliament.

A new edition of the Index to the Statutory Rules and Orders in Force, revised to December 31st, 1903, has been published simultaneously with the present Volumes.

The Statute Law Committee are much indebted to the assistance which has been rendered by the various Government Departments in the compilation of this work.

It is requested that any suggestions or corrections may be addressed to Alexander Pulling, Esq., 2, Harcourt Buildings, Temple.

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PETROLEUM.

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1. Verification of Test Apparatus.

ORDER OF THE BOARD OF TRADE, DATED JANUARY 1, 1880,
PRESCRIBING FEE ON VERIFICATION OF APPARATUS.

In pursuance of the powers vested in them by the 3rd section of the Petroleum Act, 1879,* the Board of Trade hereby prescribe that the Fee to be paid on the verification of every apparatus constructed in accordance with Schedule One to the said Act, which may be submitted to them for verification, shall be Five Shillings.

Cecil C. Trevor,
Assistant Secretary.

Board of Trade,
January 1, 1880.

BOARD OF TRADE NOTICE, DATED JANUARY 1, 1880, APPROVING
MARK TO BE USED FOR STAMPING APPARATUS.

In pursuance of the powers conferred on them by the Petroleum Act, 1879,* the Board of Trade have approved the following mark—



which is, after verification, to be stamped on every apparatus for testing petroleum constructed in accordance with Schedule 1 to the said Act, which may be submitted to them for verification; and they hereby notify the same in the London Gazette.†

C. Cecil Trevor,
Assistant Secretary.

Board of Trade,
January 1, 1880.

* 42 & 43 Vict. c. 47.

† This notice was Gazetted, January 2, 1880.

2. Extension of Petroleum Acts to other Substances.

ORDER IN COUNCIL DIRECTING THAT CERTAIN PORTIONS OF THE PETROLEUM ACTS, 1871 TO 1881, SHALL APPLY TO CARBIDE OF CALCIUM.*

1897. No. 171.

At the Court at Windsor, the 26th day of February, 1897.

Present :

The Queen's Most Excellent Majesty in Council.

Whereas it is provided by the Petroleum Act, 1871,† that Her Majesty may, from time to time, make, revoke, and vary Orders in Council directing that the said Act or any part thereof shall apply to any substance, and that the said Act or the part thereof specified in any such Order shall, during the continuance of the Order, apply to such substance, and shall be construed and have effect as if such substance had been included in the definition of petroleum to which that Act applies, subject to the following qualifications :—

1. The quantity of any substance to which this Act is directed by Order in Council to apply which may be kept without a licence, shall be such quantity only as is specified in that behalf in such Order, or if no such quantity is specified no quantity may be kept without a licence.
2. The label on the vessel containing such substance shall be such as may be specified in that behalf in the Order.

And whereas the Petroleum Act, 1879,‡ and the Petroleum (Hawkers) Act, 1881,§ are to be construed as one with the Petroleum Act of 1871, and may, together with such Act, be cited as the Petroleum Acts, 1871 to 1881.

And whereas carbide of calcium presents dangers similar to those presented by petroleum.

Now, therefore, in pursuance of the above-mentioned provisions of the Petroleum Act, 1871, Her Majesty is pleased, by and with the advice of Her Privy Council, to order and prescribe that the under-mentioned parts of the Petroleum Acts, 1871 to 1881, shall apply to the said substance, carbide of calcium, in the same manner as if the said substance were petroleum to which the Acts apply, viz :—

The whole of the Petroleum Acts, 1871 to 1881, except :—

- (a) So much of Section 6 of the Petroleum Act, 1871, as specifies the nature of the label to be on the vessel, in lieu of which the label shall be as herein-after provided.

* See amending Order below.

† 42 & 43 Vict. c. 47.

‡ 34 & 35 Vict. c. 105.

§ 44 & 45 Vict. c. 67.

- (b) So much of Section 7 of the Petroleum Act, 1871, as relates to the exemption from such section of small quantities under certain specified conditions, and no quantity of carbide of calcium may be kept except in pursuance of such licence as in the said Section 7 is provided.
- (c) So much of Section 11 of the Petroleum Act, 1871, as relates to the testing of samples taken by an officer of the local authority under the powers conferred by such section.
- (d) So much of the Petroleum Act, 1879, as relates to the testing of petroleum.
- (e) So much of the Petroleum Act, 1881, as relates to the hawking of petroleum.

The label on the vessel containing the said carbide of calcium shall bear in conspicuous characters the words "Carbide of Calcium," "Dangerous if not kept dry," and with the following caution: "The contents of this package are liable if brought into contact with moisture to give off a highly inflammable gas, and with the addition:—

- (a) In the case of a vessel kept, of the name and address of the consignee or owner.
- (b) In the case of a vessel sent or conveyed, of the name and address of the sender.
- (c) In the case of a vessel sold or exposed for sale, of the name and address of the vendor.

This Order shall come into effect on the 1st of April, 1897.

C. L. Peel.

ORDER IN COUNCIL AMENDING THE ORDER IN COUNCIL OF FEBRUARY 26, 1897, DIRECTING THAT CERTAIN PORTIONS OF THE PETROLEUM ACTS, 1871 TO 1881, SHALL APPLY TO CARBIDE OF CALCIUM.

1897. No. 544.

At the Court at Windsor, the 7th day of July, 1897.

Present :

The Queen's Most Excellent Majesty in Council.

Whereas it is expedient to exempt small quantities of carbide of calcium, when kept under certain conditions, from the operation of the Order in Council of the 26th February, 1897,* in virtue of which certain parts of the Petroleum Acts, 1871 to 1881, are applied to carbide of calcium in the

* Printed above.

same manner as if the said substance were petroleum, to which the Act applies:

Now, therefore, Her Majesty is pleased, by and with the advice of Her Privy Council, to order and prescribe that notwithstanding anything to the contrary in the said Order in Council, the quantity of carbide of calcium which may be kept without a licence shall be as follows:—

- (a) Where it is kept in separate substantial hermetically closed metal vessels containing
not more than 1 lb. each - - - - 5 lbs.
- (b) Where it is kept otherwise - - - - None.

and the said Order in Council shall be deemed to be amended accordingly.

C. L. Peel.

PLATE.

ORDER IN COUNCIL FIXING THE STANDARDS AT WHICH GOLD MAY BE WROUGHT, AND APPROVING DIES FOR STAMPING GOLD PLATE.

At the Court at Buckingham Palace, the 11th day
of December, 1854.

Present :

The Queen's Most Excellent Majesty in Council.

Whereas by an Act, passed in the session of Parliament holden in the seventeenth and eighteenth years of the reign of Her present Majesty, intituled An Act for allowing gold wares to be manufactured at a lower standard than that now allowed by law, and to amend the law relating to the assaying of gold and silver wares,* it was enacted that it should be lawful for Her Majesty, by any Order or Orders to be from time to time made, by and with the advice of Her Privy Council, to order that any gold vessel, plate, or manufacture of gold, might be wrought of any standard not being less than one third part in the whole of fine gold, to be declared in any such Order ; and also to approve thereby of the instrument with which gold vessels, plate, and manufactures of gold should be marked or stamped, setting forth in figures the actual fineness thereof, according to the standard so declared.

Now, therefore, Her Majesty, in exercise of the powers vested in Her by the said recited Act, and by and with the advice of Her Privy Council, is pleased to order and declare, and doth hereby order and declare, that, from and after the day of the publication hereof in the London Gazette, any gold vessel, plate, or manufacture of gold may be wrought of any of the several standards hereinafter mentioned ; that is to say :

- I. The standard of fifteen carats of fine gold in every pound weight troy.
- II. The standard of twelve carats of fine gold in every pound weight troy.
- III. The standard of nine carats of fine gold in every pound weight troy.

And Her Majesty, in further exercise of the powers so vested in Her as aforesaid, and by and with the advice afore-

* The Gold and Silver Wares Act, 1854 (17 & 18 Vict. c. 96).

said, is pleased to approve, and doth hereby approve, of the three several dies or instruments particularly described in the schedule hereunto annexed, as and for the instruments with which gold vessels, plate, and manufactures of gold of the several standards hereby authorised shall be marked or stamped, for the purpose of denoting and setting forth in figures the actual fineness thereof according to such standards respectively, in addition to the mark of the worker or maker thereof, and (in the case of gold vessels, plate, and manufactures of gold marked by the Company of Goldsmiths, in London), the leopard's head and the distinct variable mark or letter to denote the year in which such plate is made, and (in the case of gold vessels, plate, and manufactures of gold marked elsewhere), the marks appointed to be used by the Assayers, or the several companies of goldsmiths or guardians, at the places where the same are marked.

W. L. Bathurst.

Schedule referred to by the foregoing Order.

1. Instrument for marking the standard of 15 carats ;
A die for stamping the figures 15 and the decimal mark .625.
 2. Instrument for marking the standard of 12 carats ;
A die for stamping the figures 12 and the decimal mark .5.
 3. Instrument for marking the standard of nine carats ;
A die for stamping the figure 9 and the decimal mark .375.
-

POLICE, ENGLAND.*

1. *County Police*, p. 1. | 2. *Borough Police*, p. 7.

1. County Police.

Government.

RULES MADE BY THE SECRETARY OF STATE, APRIL 12, 1886,
UNDER THE 3RD SECTION OF THE COUNTY POLICE ACT,
1839,† FOR ESTABLISHING AN UNIFORM SYSTEM FOR THE
GOVERNMENT, PAY, CLOTHING, ACCOUTREMENTS, AND
NECESSARIES FOR CONSTABLES APPOINTED UNDER THAT
ACT.

Qualifications.

Chief Constable.

His age (except in the case of his being promoted or transferred from another office in a police force, or under other special circumstances to be approved of by the Secretary of State) must not exceed forty-five years.

He must be certified by a medical practitioner to be in good health, and of sound constitution, and fitted to perform the duties of the office.

He must be recommended to the Secretary of State by the magistrates in whom the appointment is vested, as a person of good character and qualifications.

Superintendent or Inspector.

His age must not exceed forty years, and he must be not less than 5 feet 7 inches high, without his shoes (except in the case of his being promoted or transferred from another office in a police force, or under other special circumstances to be approved of by the Secretary of State, on the recommendation of the chief constable concurred in by two justices of the peace in petty sessions assembled).

He must be a man of good character and general intelligence, able to read and write well, and to keep accounts.

He must be certified by a medical practitioner to be in good health, of sound constitution, and fitted to perform the duties of the office.

* The Orders relating to the Metropolitan Police are printed under the title "Metropolitan and City Police Districts."

† 2 & 3 Vict. c. 93.

Sergeant or Constable.

His age must not exceed thirty-five years, and he must be not less than 5 feet 7 inches high, without his shoes, subject to the same exception as in the case of superintendent or inspector.

He must be active and intelligent, able to read and write, and of good character and connexions; and must be certified by a medical practitioner to be in good health, of a sound constitution, and fitted to perform the duties of the office.

Chief Clerk.—An officer of any of the grades of superintendent, inspector, sergeant, or constable, may be employed as chief clerk: his rank to depend on circumstances and the strength of the force.

If a candidate for any of the above offices has been previously employed in any branch of the public service, civil or military, he shall not be eligible for appointment unless he produces satisfactory testimonials of his conduct in such service; and a person who has been *dismissed* from any police force shall not be eligible for appointment in any other police force.

No person shall be appointed to or retained in any of the above offices who shall hold any other office or employment for hire or gain (2 & 3 Vict. c. 93,* s. 10) (unless the duties of such other office or employment shall be recognised, and their performance sanctioned as police duties by the Secretary of State), or who shall sell, or have any interest in the sale of, any beer, wine, or spirituous liquors.

Pay.

The following scales of pay (which are exclusive of expenses of office, stationery, travelling on duty, or purchase of horse, cart, or forage, for which, when necessary, separate provision should be made) have been drawn up with the Secretary of State's sanction, and one or other of them, according to local circumstances, is recommended for adoption when any alteration of the existing rates of pay of a police force is proposed:—

Constables.

Weekly Rates.

3rd class	-	-	-	19s. 10d., 20s. 5d., 21s., 21s. 7d., 22s. 2d., 22s. 9d., 23s. 4d.
2nd class	-	-	-	21s., 21s. 7d., 22s. 2d., 22s. 9d., 23s. 4d., 23s. 11d., 24s. 6d.
1st class	-	-	-	22s. 2d., 22s. 9d., 23s. 4d., 23s. 11d., 24s. 6d., 25s. 1d., 25s. 8d.
After 2 years in 1st class				23s. 4d., 23s. 11d., 24s. 6d., 25s. 1d., 25s. 8d., 26s. 3d., 26s. 10d.

* The County Police Act, 1839.

After 5 years	„	24s. 6d., 25s. 1d., 25s. 8d., 26s. 3d., 26s. 10d., 27s. 5d., 28s.
After 8 years	„	25s. 8d., 26s. 3d., 26s. 10d., 27s. 5d., 28s., 28s. 7d., 29s. 2d.

NOTE.—Men joining the force should be placed in the 3rd class, and should be promoted to the 2nd and 1st class only as they are found to qualify themselves for their duties. When a constable is placed on the 1st class he is considered to be a trained and efficient constable, and from that time payment by length of service commences.

Sergeants.

Weekly Rates.

On appointment	-	26s. 10d., 27s. 5d., 28s., 28s. 7d., 29s. 2d., 29s. 9d.
After 2 years	-	28s., 28s. 7d., 29s. 2d., 29s. 9d., 30s. 4d., 30s. 11d.
After 5 years	-	29s. 9d., 29s. 9d., 30s. 4d., 30s. 11d., 31s. 6d., 32s. 1d.
After 8 years	-	30s. 4d., 30s. 11d., 31s. 6d., 32s. 1d., 32s. 8d., 33s. 3d.

Inspectors.

Yearly Rates.

On appointment	-	90l., 95l., 100l.
After 5 years	-	97l. 10s., 102l. 10s., 107l. 10s.
After 10 years	-	105l., 110l., 115l.

Superintendents.

	2nd Class.	1st Class.
On appointment	- 120l.	150l.
After 5 years	- 135l.	175l.
After 10 years	- 150l.	200l.
When holding office of deputy chief con- stable	- 10l. additional.	20l. additional.

No rates of pay in excess of those in the above scale may be given except for special reasons to be submitted to the Secretary of State and approved by him.

The chief clerk may have the rank and pay of one or other of the above grades according to circumstances and the size of the force.

The chief constable's pay should depend on the strength of the force under his command and other circumstances, and

should be specially fixed in each case with the approval of the Secretary of State, but should not be less than 250*l.* a year.

Constables are not to receive for their own use any *fees*, which, by the 8th section of the 19th & 20th Vict. c. 69,* are to be paid to the treasurer of the county; but the above rates of pay are intended to be exclusive of any allowance for extraordinary expenses under the 18th section of the 2nd & 3rd Vict. c. 93.†

Clothing, Accoutrements, and Necessaries.

Superintendents, inspectors, sergeants, and constables are to be supplied with the following articles in addition to their pay, viz. :—

Annually.

One coat with badge.
Two pairs of trousers.
One pair of boots and one pair of shoes, or
Two pairs of boots.
One hat, helmet, or cap.

Biennially.

One great coat and badge.
One serge jacket (optional).

When required, but not more frequently than once in every Three Years.

One cape and one pair of leggings.

A constable's staff, a pair of handcuffs, and a belt and lantern, are to be supplied to each constable.

Sabres may be supplied to mounted constables, and a cutlass may be supplied to any constable whose beat is so situated that, in the opinion of two justices of the county in petty sessions assembled, it is necessary for his personal protection in the performance of his duty. The cutlass is to be worn at night only, or at times when rioting or serious public disturbance has actually taken place or is apprehended. A chief constable may, upon any sudden emergency, order that one or more of the constables should be so armed; he shall, on each occasion of giving any such order, report the same, and the reasons for such order, to any two justices of the peace for the county as soon afterwards as is practicable.

* The County and Borough Police Act, 1856.

† The County Police Act, 1839.

No constables of any county force are to use or to be armed with revolvers, except with the sanction of the Secretary of State, and under regulations to be approved by him.

General Instructions.

The chief constable will cause a register of charges according to the annexed form to be kept at each division under his orders as a record of the criminal cases in the division. He will also cause a general report book of all cases reported to the police to be kept at each division of the county.

The chief constable will make an immediate report to two justices of the peace of any serious disturbance of the public peace that has taken place or is apprehended, and of any crimes of an aggravated nature committed, for which the parties charged or suspected have not been apprehended; and in order that further arrangements, if required, may be made without delay, he will immediately transmit duplicates of such information to the Secretary of State for the Home Department, so as to ensure the earliest communication to the proper authorities of any matter affecting the public peace.

CONSTABULARY.

Register of Charges for the Month of

18

1.	No. of Charge.
2.	Date and Hour of Apprehension.
3.	Persons charged: Name, Address, and Occupation.
4.	Charge.
5.	Persons charging: Name, Address, and Occupation (and Personal Signature if not on Warrant).
6.	Witnesses: Name, Address, and Occupation.
7.	By whom taken into Custody, and whether on Warrant.
8.	Personal Property found on Prisoner, and how disposed of.
9.	Property, Subject of Charge, found on Prisoner or elsewhere, and how disposed of.
10.	Detained.
11.	Whether admitted to Bail, and if so, Day and Hour.
12.	Signature of Constable taking the Charge.

(Continued.)

No. of Charge.	Magistrate before whom Charge is brought.	Charge how disposed of.	When liberated or handed over to Gaoler.	Result of Trial at Assizes or Sessions, and whether sentenced to Police Supervision.	General Classification of Offence.	Description of Prisoner.	Remarks.
12.						17. Age. Height. Hair. Eyes. Complexion.	
13.						Particular Marks.	
14.						Character, if known.	
15.							
16.							
18.							

Notes.

Column 1.—The numbering of the charges should commence from 30th September annually.

Column 8.—The entries in this column should show whether the property is returned to the prisoner, sent to the gaol, returned to the owner, or how else it is disposed of, and they should correspond to receipts for the property, which should be taken in every case before it is given up by the police.

Column 13.—If a fine is inflicted, it should be stated whether the fine is paid, or the prisoner committed in default.

Column 16.—The offence should be classified in accordance with the classification followed in making up the Government returns of crime for the year.

The chief constable will, subject to the approval of the justices, frame all such orders and regulations as he shall deem expedient for the government of the force, and shall submit to the justices at every quarter sessions copies of all regulations and general orders made by him since the preceding sessions.

The chief constable will make a report in writing to the justices assembled at every quarter sessions of the peace for the county, of the amount and effective state and operation of the force, and shall append thereto a statement of the distribution of the force, of the number of persons apprehended by the police, the nature of the charges against them, and the result of the proceedings, the number of offences reported to the police, and any other particulars which may tend to show the state of crime in the county. Immediately after the termination of the sessions, the chief constable shall transmit a copy of this report to the Secretary of State for the Home Department, with a copy of any note or minute made thereon by the justices. But the chief constable need not transmit with such report the statement appended thereto, unless directed to do so by the justices.

H. C. E. Childers.

2. Borough Police. Superannuation.

GENERAL ORDER OF THE SECRETARY OF STATE UNDER SECTION 2 (3) OF THE POLICE ACT, 1893,* DATED DECEMBER 19, 1893.

In pursuance of the powers vested in me by Section 2 of the Police Act, 1893,* I, the Right Honourable Herbert Henry Asquith, one of Her Majesty's Principal Secretaries of State, hereby direct that—

Where in any borough constables are under the said section employed exclusively as firemen, a sum equal to 12½ per cent. of the pay of such constables,

And where in any borough constables are under the said section employed partially as firemen, and receive for such duty any fixed allowances in the nature of extra pay, a sum equal to 20 per cent. of such allowances

shall be annually paid to the police pension fund from the fund or rate applicable to the purposes of the fire brigade or fire police as a contribution in respect of the pensions, gratuities, and allowances authorised by the Police Acts, 1890 and 1893.†

H. H. Asquith,
One of Her Majesty's Principal
Secretaries of State.

Whitehall,
December 19, 1893.

* 56 & 57 Vict. c. 10. † 53 & 54 Vict. c. 45; 56 & 57 Vict. c. 10.

POLICE, SCOTLAND.

1. *Government*, p. 1. | 2. *Superannuation*, p. 8.

1. Government.

RULES (ISSUED AUGUST, 1892), MADE BY THE SECRETARY FOR SCOTLAND FOR THE GOVERNMENT OF THE POLICE.

Rules made by the Most Honourable the Marquess of Lothian, K.T., Her Majesty's Secretary for Scotland, pursuant to the third section of the Police (Scotland) Act, 1857 (20 & 21 Vict. c. 72.), for establishing a uniform system for the government, pay, clothing, accoutrements, and necessities for constables appointed under that Act, as read with the Local Government (Scotland) Act, 1889 (52 & 53 Vict. c. 50.), and the Police (Scotland) Act, 1890 (53 & 54 Vict. c. 67.).

Qualifications.

The following qualifications shall hold good, except in cases of a special nature which (provided the qualification is not prescribed by statute) may be submitted to the Secretary for Scotland for his decision.

Chief Constable.—The limit of age for this post on first appointment shall be 45 years; but the chief constable of another police force may be transferred from that force and appointed to such post beyond such limit of age.

He must be certified by a medical practitioner to be in good health, and of sound constitution, and fitted to perform the duties of the office.

He must be recommended to the Secretary for Scotland by the standing joint committee in whom the appointment is vested as a person of good character and qualifications.

Superintendent and Inspector.—The limit of age on appointment to these posts shall be 45 years.

The men appointed must be men of good character and general intelligence, able to read and write well, and to keep accounts.

They must be certified by a medical practitioner to be in good health, of sound constitution, and fitted to perform the duties of the office.

Sergeant.—The limit of age for this post shall be 40 years.

He must be active and intelligent, able to read and write, and of good character and connexions; and must be certified by a medical practitioner to be in good health, of sound constitution, and fitted to perform the duties of the office.

Constable.—The limit of age for this post on first appointment shall be 25 years ; but such limit shall not apply in the case of a person immediately transferred from another police force, or who has within the immediately preceding three months served in Her Majesty's navy or army ; provided that such person, when he is transferred or appointed, shall not be more than 30 years of age.

He must be active and intelligent, able to read and write, and of good character and connexions ; and must be certified by a medical practitioner to be in good health, of sound constitution, and fitted to perform the duties of the office.

He must be not less than 5 feet 7 inches in height, without his shoes.

Detective and Criminal Branch.—An officer of any of the grades of superintendent, inspector, sergeant, or constable may be employed in this department ; his rank and pay to depend on the circumstances and strength of the force.

Clerical Branch.—An officer of any of the grades of superintendent, inspector, sergeant, or constable may be employed in this department ; his rank and pay to depend on the circumstances and strength of the force.

If a candidate for any of the above offices has been previously employed in a police force or in any branch of the public service, civil, naval, or military, he shall not be eligible for appointment unless he produces satisfactory testimonials of his conduct in such service ; and a person who has been *dismissed* from any police force shall not be eligible for appointment in any other police force.

A police authority may require every constable at the time of his appointment to appear before a justice of the peace and make and sign a declaration as to his previous service in a police force or public employment, in the form contained in the Second Schedule to the Police (Scotland) Act, 1890,* or to the like effect ; and if any constable knowingly makes a false declaration, he is liable, on summary conviction, to be imprisoned, with or without hard labour, for any period not exceeding 60 days.

No person shall be appointed to or retained in any of the above offices who shall hold any other office or employment for hire or gain (unless the duties of such other office or employment shall be recognised and their performance sanctioned as police duties by the Secretary for Scotland) or who shall sell or have any interest in the sale of beer, wine, or spirituous liquors.

When vacancies occur in the office of superintendent, inspector, or sergeant, it is desirable that encouragement should be given to meritorious men serving in the subordinate posts by promoting them, when they are thoroughly qualified, to the higher posts.

* 53 & 54 Vict. c. 67.

Pay

The following model scales of pay (which are exclusive of expenses of office, stationery, travelling on duty, or purchase of horse, cart, or forage, for which, when necessary, separate provision should be made) have been drawn up for the assistance of local authorities, and one or other of them, according to local circumstances, is recommended for adoption when any alteration of the existing rates of pay of a police force is proposed.

The following principles have been kept in view in framing these scales of pay, which are tabulated and numbered for convenient reference:—

Constables, in view of training and probation, are placed in three classes. The rate of pay for them (as also for sergeants) is shown by the week, though calculated on a daily rate.

Men joining the force should be placed in the third class, and should be promoted to the second and first class only as they are found to qualify themselves for their duties. On advancement to the second class the pay is increased by 2*d.* a day, or 1*s.* 2*d.* a week, a similar increase of pay following on promotion to the first class when an officer is considered efficient and qualified. From the time of being placed in the first class as a qualified, trained, and efficient constable, good-conduct service commences to reckon.

At the end of two years' approved service in the first class 2*d.* a day, or 1*s.* 2*d.* a week, additional is allowed. At the end of five years a similar increase is granted, and at the end of eight years another like increase, making a total of 3*s.* 6*d.* a week for eight years' consecutive good-conduct and efficient service as a first-class constable.

The scales of weekly pay (for constables and sergeants) are framed to include boot allowance, which is a pensionable allowance under the Police (Scotland) Act, 1890.*

CONSTABLES.

	Scales of Pay (Weekly Rates), including Boot Money.							
	1.	2.	3.	4.	5.	6.	7.	
	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	
3rd class - - -	20 5	21 0	21 7	22 2	22 9	23 4	23 11	
2nd class - - -	21 7	22 2	22 9	23 4	23 11	24 6	25 1	
1st class - - -	22 9	23 4	23 11	24 6	25 1	25 8	26 3	
After 2 years' ap- proved service in 1st class.	23 11	24 6	25 1	25 8	26 3	26 10	27 5	
After 5 years' " "	25 1	25 8	26 3	26 10	27 5	28 0	28 7	
After 8 years' " "	26 3	26 10	27 5	28 0	28 7	29 2	29 9	

* 53 & 54 Vict. c. 67.

SERGEANTS.

	Scales of Pay (Weekly Rates), including Boot Money.					
	1.	2.	3.	4.	5.	6.
	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>	<i>s.</i> <i>d.</i>
On appointment - - -	27 5	28 0	28 7	29 2	29 9	30 4
After 2 years' approved service	28 7	29 2	29 9	30 4	30 11	31 6
After 5 years' " " -	29 9	30 4	30 11	31 6	32 1	32 8
After 8 years' " " -	30 11	31 6	32 1	32 8	33 3	33 10

INSPECTORS.

	Scales of Pay (Yearly Rates), excluding Boot Money.					
	1.		2.		3.	
	£	<i>s.</i> <i>d.</i>	£	<i>s.</i> <i>d.</i>	£	<i>s.</i> <i>d.</i>
On appointment - - -	90	0 0	95	0 0	100	0 0
After 5 years' approved service	97	10 0	102	10 0	107	10 0
After 10 years' " " -	105	0 0	110	0 0	115	0 0

SUPERINTENDENTS.

	Scales of Pay (Yearly Rates), excluding Boot Money.	
	1.	2.
	£	£
On appointment - - - - -	120	150
After 5 years' approved service - - -	135	175
After 10 years' " " - - -	150	200
When holding office of deputy chief constable.	10 additional.	20 additional.

CHIEF CONSTABLES.

The chief constable's pay should depend on the strength of the force under his command and other circumstances, and should be specially fixed in each case with the approval of the Secretary for Scotland, but should not be less than 200*l.* a year. The periodical increments may be allowed as follows:—

After 5 years one-tenth of pay on appointment.
 " 10 " do.
 " 15 " do.

DETECTIVE, CRIMINAL, AND CLERICAL BRANCHES.

The pay of the officers of these branches should depend on the circumstances and strength of the police force.

When applications for alterations in the pay or numbers of a police force are submitted for the approval of the Secretary for Scotland, they should be accompanied by a detailed statement giving the present and proposed strength and rates of pay of each rank and grade, with totals showing the actual proposed increase of cost.

No rates of pay in excess of those in the above scales may be given except for special reasons to be submitted to the Secretary for Scotland and approved by him.

Constables are not to receive for their own use any *fees*, which by the 16th section of the Police (Scotland) Act, 1857,* are to be paid to the county clerk ; but the above rates of pay are intended to be exclusive of any allowance for extraordinary expenses under the 27th section of the said Act.

Clothing, Accoutrements, and Necessaries.

Superintendents, inspectors, sergeants, and constables are to be supplied with the following articles in addition to their pay, viz. :—

Annually.—One coat tunic or patrol jacket, with badge.

Two pairs of trousers.

One helmet or forage cap.

Biennially.—One great-coat and badge.

Triennially (if so often required).—One cape and one pair of leggings.

The following are the *maximum* prices for the principal articles of police clothing supplied to sergeants and constables, and no expenditure in excess of these rates will be passed in the claims on the Exchequer contribution :—

Great-coat	-	-	-	38s.
Tunic	-	-	-	30s.
Patrol jacket	-	-	-	21s.
Trousers	-	-	-	18s.
Helmet or forage cap	-	-	-	10s.
Cape	-	-	-	20s.

Allowances in lieu of uniform or plain clothes, when given are not to be reckoned as pay.

A constable's baton, a pair of handcuffs, a belt, whistle, and lantern are to be supplied to each constable.

Swords may be supplied to mounted constables, and a cutlass may be supplied to any constable whose beat is so situated that, in the opinion of the sheriff or of two members

* 20 & 21 Vict. c. 72.

of the standing joint committee of the county, it is necessary for his personal protection in the performance of his duty. The cutlass is to be worn at night only, or at times when rioting or serious public disturbance has actually taken place or is apprehended. A chief constable may, upon any sudden emergency, order that one or more of the constables should be so armed; he shall, on each occasion of giving any such order, report the same, and the reasons for such order, to the sheriff and any two members of the standing joint committee for the county as soon afterwards as is practicable.

No constables are to use or to be armed with revolvers, except with the sanction of the Secretary for Scotland and under regulations to be approved by him.

Pensions, Gratuities, &c.

All pensions, gratuities, or other allowances awarded on retirement to—

(a) constables appointed subsequent to the coming into operation of the Police Scotland Act, 1890* (*i.e.*, 1st April, 1891);

(b) constables, serving at that date who had not declined to accept the provisions of the Act in terms of Section 27 (3);

or awarded, on the death of any constable falling under either of these heads, to—

(c) the widow and children of such constable; must be calculated strictly in accordance with the scales and relative rules set forth in the First Schedule to the aforesaid Act as read along with Sections 6 and 27 (5) of the Act; and must be paid out of the Pension Fund established in pursuance of the Act. Pensions should be paid in equal quarterly instalments (unless for any special reason the police authority consider more frequent payments desirable), every reasonable precaution being taken in making such payments to safeguard the Pension Fund against fraud.

The rateable deductions from pay provided for under Section 15 (1) (a) should be regularly made on each pay day, and should, together with any deductions for sickness or misconduct, be carried to the credit of the Pension Fund forthwith. All other sums payable to the Pension Fund in terms of the Act should be carried to the credit of the fund with the least possible delay.

The accounts of the Pension Fund must carefully distinguish between those receipts which should be treated as capital and those which may be applied as annual income (*vide* Secretary for Scotland's Circular to Police Authorities of March 26, 1891). Strict economy must be observed in the administration of the fund, only such expenses being charged against it as are properly referable thereto. The speedy

* 53 & 54 Vict. c. 67.

investment of all moneys constituting for the time being the capital of the Pension Fund should receive the close attention of police authorities, this being a feature in the administration of the fund which, combined with economy in management, will guide the Secretary for Scotland in determining whether he should grant his annual certificate of satisfactory administration as provided for in Section 17 (2) of the Act.

A pension register should be kept for each police force, in which should be recorded full particulars in regard to each pensioner or recipient of a gratuity (model forms for such a register can be obtained, if required, on application to the Scottish Office, Whitehall).

Copies of any regulations made by a police authority under Section 22 of the Police (Scotland) Act, 1890,* should be forwarded to the Secretary for Scotland for his information.

General Instructions.

The chief constable will make quarterly a report in writing to the sheriff and the standing joint committee of the county of the amount and effective state and operation of the force, and shall append thereto a statement of the distribution of the force, of the number of persons apprehended by the police, the nature of the charges against them, and the result of the proceedings, the number of offences reported to the police, and any other particulars which may tend to show the state of crime in the county. Immediately after the termination of each quarter, the chief constable shall transmit a copy of this report to the Secretary for Scotland, with a copy of any note or minute made thereon by the sheriff or the standing joint committee. But the chief constable need not transmit with such report the statement appended thereto, unless directed to do so by the sheriff or the standing joint committee.

The chief constable will, subject to the approval of the sheriff, frame all such orders and regulations as he shall deem expedient for the government of the force, and shall submit to the sheriff and the standing joint committee, on the termination of every quarter, copies of all regulations and general orders made by him since the preceding quarter.

The chief constable shall keep a defaulter's book as a record of the conduct of the police, and an order book in which he shall record all special orders issued for instruction, guidance and reference; these orders to be copied into books kept at divisions, sections, and stations. It is also desirable that each police force should be supplied with a general regulation and instruction book.

The chief constable will cause a police record to be kept by the constables under his orders, the form of which is left to the discretion of the respective police authorities; the object being the adoption of such a record as, without requiring

* 53 & 54 Vict. c. 67.

absolute uniformity, will at once suit local purposes, and furnish the information on police matters which is necessary for the compilation of the judicial statistics, the compiler whereof will supply from time to time the forms of return which he will require for that purpose, and which are accordingly to be made use of.

The chief constable will take care that the constables enter on the record the name, offence, and other particulars (carefully noting period of detention) relating to every person apprehended by them, and lay the same before the procurator fiscal in whose district the offences are charged to have been committed. And when all the cases entered thereon have been disposed of, the chief constable will cause the record to be sent to him or to be kept safely by one of his subordinate officers. The chief constable will also cause the constable to enter on the record the particulars relating to every person against whom a charge is made, which is not taken by the constable. At the expiration of every three months, the chief constable will transmit the record to the sheriff clerk of the county, who will dispose of it as may be directed by the sheriff.

The chief constable will also make an immediate report to the sheriff and two justices of the peace of any serious disturbance of the public peace that has taken place or is apprehended, and of any crimes of an aggravated nature committed, and for which the parties charged or suspected have not been apprehended; and in order that further arrangements, if required, may be made without delay, he will immediately transmit duplicates of such reports to the Secretary for Scotland, so as to ensure the earliest communication to the proper authorities of any matter affecting the public peace.

Plans and specifications for new, or alterations and additions to old, police stations, are to be submitted for the approval of the Secretary for Scotland. Model plans can be obtained on application to the Scottish Office, Whitehall.

Scottish Office, Whitehall,
August, 1892.

2. Superannuation.

REGULATIONS, DATED MARCH 14, 1895, MADE BY THE SECRETARY FOR SCOTLAND VARYING THE BASIS OF DISTRIBUTION UNDER SECTION 17 OF THE POLICE (SCOTLAND) ACT, 1890,* OF THE EXCHEQUER CONTRIBUTION IN AID OF POLICE SUPERANNUATION.

1895. No. 175.

In pursuance of the Police (Scotland) Act, 1890,* Section 17, sub-section (6), I hereby make the following regulations

* 53 & 54 Vict. c. 67.

varying the basis of distribution of the Exchequer contribution as set forth in Section 17, sub-section (1) (b) and (c) of that Act.

(1.) The sum paid to the police authority of any police force under Section 17, sub-section (1) (b) from the Exchequer contribution available in respect of the financial year 1894-5 and any subsequent financial year, shall be equal to the rateable deductions made during the police year ending the 15th day of March last preceding the beginning of the financial year from the pay of the constables belonging to that force as reduced by the amount of sums paid under Section 23 of the Act during the year to constables leaving such police force, and as reduced also by the amount of the rateable deductions which have been made from the pay of such constables, but have not been repaid to them under that section.

(2.) The residue available for distribution in respect of the financial year 1894-5, and any subsequent financial year after allocation of the sums payable under the foregoing regulation shall be apportioned as follows:—

(a) There shall be paid to the police authorities of the several police forces in Scotland an amount equivalent to the sums ascertained by the Secretary for Scotland to have been paid by them respectively during the police year ending the 15th day of March last preceding the beginning of the financial year in respect of pensions, allowances, and gratuities awarded under the provisions of the Police (Scotland) Act, 1890.*

(b) The balance, if any, shall then be allocated among the said police authorities in proportion to the number of efficient men in each police force during the said police year.

And I hereby revoke the two regulations made by me on the 26th day of June, 1893.†

Settled and approved this 14th day of March, 1895.

(Signed) *George Otto Trevelyan.*

Office of the Secretary for Scotland,
Whitehall, S.W.

* 53 & 54 Vict. c. 67.

† Printed in Statutory Rules and Orders, 1893, pp. 461 and 462.

POOR, ENGLAND.

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1. Guardians.

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(a) Election of Guardians.

GENERAL RULES, DATED APRIL 17, 1883, FOR THE EFFECTUAL EXECUTION OF PART IV. OF THE MUNICIPAL CORPORATIONS ACT, 1882, MADE BY THE JUDGES FOR THE TIME BEING ON THE ROTA FOR THE TRIAL OF PARLIAMENTARY ELECTION PETITIONS.

[These Rules are printed under the title "Supreme Court, England."]

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED NOVEMBER 28, 1894, AS TO EXPENSES OF LOCAL GOVERNMENT ELECTIONS.

1894. No. 729.

[This Order is printed under the title "County Council, England."]

RULES OF THE SUPREME COURT, DATED JANUARY 14, 1895, AS TO ELECTION PETITIONS UNDER THE LOCAL GOVERNMENT ACT, 1894.

1895. No. $\frac{12}{L. 2}$

[These Rules are printed under the title "Supreme Court, England."]

THE ELECTION PETITIONS (SECURITY FOR COSTS) ORDER, 1895, DATED JANUARY 17, 1895.

1895. No. 547.

[This Order is printed under the title "County Council, England."]

THE RURAL DISTRICT COUNCILLORS ELECTION ORDER, 1898, DATED JANUARY 1, 1898.

1898. No. 2.

[This Order, which regulates the Election of rural district councillors who are the guardians in rural parishes, is printed under the title "District Council, England."]

THE GUARDIANS (OUTSIDE LONDON) ELECTION ORDER,
1892 DATED JANUARY 1, 1898.

General Order.

Guardians (outside London).

Rules as to Nomination and Election.

- To the County Council of every administrative county in England and Wales;—
- To the Mayor, Aldermen, and Burgesses of every county borough in England and Wales;—
- To the Board of Guardians of every Poor Law Union in England and Wales which is co-extensive with or contains an Urban Parish;—
- To the Clerk to the Guardians of every such Poor Law Union as aforesaid;—
- To the Clerk to the District Council of every Urban District other than a Borough;—
- And to all others whom it may concern.

Whereas by Section 20 of the Local Government Act, 1894,* which is included in Part II. of that Act, it is, amongst other things, enacted as follows:—

“ 20. As from the appointed day the following provisions shall apply to Boards of Guardians:—

* * * * *

“ A person shall not be qualified to be elected or to be a guardian for a poor law union unless he is a parochial elector of some parish within the union, or has during the whole of the twelve months preceding the election resided in the union, or in the case of a guardian for a parish wholly or partly situate within the area of a borough, whether a county borough or not, is qualified to be elected a councillor for that borough, and no person shall be disqualified by sex or marriage for being elected or being a guardian. So much of any enactment, whether in a public general or local and personal Act, as relates to the qualification of a guardian shall be repealed :

“(3.) The parochial electors of a parish shall be the electors of the guardians for the parish, and, if the parish is divided into wards for the election of guardians, the electors of the guardians for each ward shall be such of the parochial electors as are registered in respect of qualifications within the ward :

* 56 & 57 Vict. c. 73,

“(4.) Each elector may give one vote and no more for each of any number of persons not exceeding the number to be elected:

“(5.) The election shall, subject to the provisions of this Act, be conducted according to rules framed under this Act by the Local Government Board.”

And whereas by Section 30 of the said Act, which is included in Part II. thereof, it is enacted as follows:—

“30. The provisions of this part of this Act respecting guardians shall apply to the administrative county of London and to every county borough.”

And whereas by Section 48 of the said Act it is, amongst other things, enacted as follows:—

“48.—(2.) Rules framed under this Act by the Local Government Board in relation to elections shall, notwithstanding anything in any other Act, have effect as if enacted in this Act, and shall provide, amongst other things,—

“(i.) for every candidate being nominated in writing by two parochial electors as proposer and seconder and no more;

“(ii.) for preventing an elector at an election for a union or for a district not a borough from subscribing a nomination paper or voting in more than one parish or other area in the union or district;

* * * * *

“(iv.) for fixing or enabling the County Council to fix the day of the poll and the hours during which the poll is to be kept open, so, however, that the poll shall always be open between the hours of six and eight in the evening;

“(v.) for the polls at elections held at the same date and in the same area being taken together, except where this is impracticable;

“(vi.) for the appointment of returning officers for the elections.”

“(3.) At every election regulated by rules framed under this Act, the poll shall be taken by ballot, and the Ballot Act, 1872,* and the Municipal Elections (Corrupt and Illegal Practices) Act, 1884,† and sections seventy-four and seventy-five and Part IV. of the Municipal Corporations Act, 1882,‡ as amended by the last-mentioned Act (including the penal provisions of those Acts) shall, subject to adaptations, alterations, and exceptions made by such rules, apply in like manner as in the case of a municipal election. Provided that—

“(a) Section six of the Ballot Act, 1872, shall apply in the case of such elections, and the returning

* 35 & 36 Vict. c. 33.

† 47 & 48 Vict. c. 70.

‡ 45 & 46 Vict. c. 50.

POOR, ENGLAND.

officer may, in addition to using the schools and public rooms therein referred to free of charge, for taking the poll, use the same, free of charge, for hearing objections to nomination papers and for counting votes ; and

- “(b) Section thirty-seven of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, shall apply as if the election were an election mentioned in the First Schedule to that Act.

“(4.) The provisions of the Municipal Corporations Act, 1882, and the enactments amending the same, with respect to the expenses of elections of councillors of a borough, and to the acceptance of office, * * * re-eligibility of holders of office, and the filling of casual vacancies, and section fifty-six of that Act shall, subject to the adaptations, alterations, and exceptions made by the said rules, apply in the case of guardians.

* * *

Provided that—

- * * * *
- “(b) nothing in the enactments applied by this section shall authorize or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election ; and
- “(c) the rules may provide for the incidence of a charge for the expenses of the elections of guardians being the same as heretofore.”

And whereas by the Guardians (Outside London) Additional Guardians Election Order, 1895,* and the Guardians (Outside London) Casual Vacancies Election Order, 1895,† We prescribed rules for the first election of any additional guardians for any urban parish in England and Wales, and the first election of a guardian or guardians to be appointed for any urban parish which might thereafter be constituted, and for every election to be held to fill a casual vacancy in the office of guardian in any urban parish in England and Wales :

Now therefore, We the Local Government Board, in pursuance of the powers given to Us in that behalf, do hereby rescind the said Guardians (Outside London) Additional Guardians Election Order, 1895,* and the said Guardians (Outside London) Casual Vacancies Election Order, 1895,† except as regards any election the proceedings in respect of which have been already commenced ;

And We do hereby Order that, subject to any directions which may be given by Us, and until We otherwise Order, the following rules shall apply to, and shall be observed in

* Printed in Statutory Rules and Orders, 1895, pp. 595-598.

† Printed in Statutory Rules and Orders, 1895, pp. 591-595.

Election of Guardians :—Outside London :—Arts.1-3. 5

connection with, elections of guardians as herein-after set forth ; that is to say,—

- (a) the election held in any year to fill any ordinary vacancies in the guardians for any urban parish in England and Wales ;
- (b) the first election of any additional guardians for any such urban parish or parishes, and the first election of a guardian or guardians to be elected for any such urban parish which may hereafter be constituted ; and
- (c) every election which may be held to fill a casual vacancy in the office of guardian in any such urban parish.

Returning Officer.

1.—(1.) The clerk to the guardians of the poor law union in which the parish is situate or with which it is co-extensive shall be the returning officer.

(2.) If the clerk is unwilling to act as returning officer, or if the office of clerk is vacant at the time when any duty relative to the election has to be performed by the returning officer, or if the clerk from illness or other sufficient cause is unable to perform such duty, the guardians shall appoint some other person to act as returning officer or to perform such of the duties of the returning officer as then remain to be performed, as the case may be.

(3.) The returning officer shall appoint some place within the union or in the neighbourhood thereof as an office for the purpose of the election.

(4.) Subject to the provisions of Rule 13 the returning officer may, in writing, appoint one or more fit persons to be his deputy or deputies for all or any of the purposes relating to the election of guardians, and shall appoint such a deputy in the case and for the purposes mentioned in Rule 21 (1) of this Order. A deputy returning officer, whether appointed under this Rule or by Rule 13, shall have all the powers, duties, and liabilities of the returning officer in relation to the matters in respect of which he is deputy.

Day of Election.

2.—(1.) The day of the election of guardians in the parish shall be that prescribed or defined for the purpose by the First Schedule to this Order.

(2.) Provided that in any urban district other than a borough, the day of the election of guardians and of urban district councillors shall be the same.

Notice of Election.

3. Not later than the day prescribed for that purpose by the First Schedule to this Order, the returning officer shall

prepare and sign a notice of the election of guardians in the parish or parishes in the poor law union for which an election is to be held, and shall cause public notice to be given of the same in accordance with Rule 33 of this Order in each such parish. The notice shall be in the Form No. 1 in the Second Schedule to this Order, or in a form to the like effect.

Nomination of Candidates.

4.—(1.) Each candidate for election as a guardian shall be nominated in writing.

(2.) The nomination paper shall state the name of the parish or other area for which the candidate is nominated, the surname and other name or names in full of the candidate, and his place of abode and description, and whether he is qualified as a parochial elector of some parish within the poor law union, or by having during the whole of the twelve months preceding the election resided in the union, or, in the case of a parish or united parishes wholly or partly situate within the area of a borough by being qualified to be elected a councillor for that borough. It shall be signed by two parochial electors of the parish or other area, as proposer and seconder, and no more, and shall state their respective places of abode. It shall be in the form set out in the notice in the Form No. 1 in the Second Schedule to this Order, or in a form to the like effect.

(3.) The name of more than one candidate shall not be inserted in any one nomination paper.

(4.) A parochial elector shall not sign more nomination papers than there are guardians to be elected for the parish or other area in the poor law union for which the election is to be held. He shall not sign a nomination paper for any parish or other area unless he is registered as a parochial elector in respect of a qualification therein. Neither shall he sign nomination papers for more than one parish or other area in the union.

(5.) If any parochial elector shall sign nomination papers for more than one parish or other area in the union, or shall sign a number of nomination papers larger than the number of guardians to be elected for the parish or other area, such of the nomination papers signed by him as relate to the first parish or other area for which a nomination paper signed by him is received by the returning officer shall alone be valid, and of the nomination papers signed by him which relate to that parish or other area such as are first received by the returning officer up to the number of guardians to be so elected shall alone be valid. Provided that, for the purposes of this paragraph, nomination papers not properly filled up and signed shall be excluded.

Election of Guardians :—Outside London :—Arts. 5-8. 7

Nomination Papers to be provided.

5. The returning officer shall provide nomination papers, and shall furnish the overseers of the parish with a supply thereof. Any parochial elector may obtain nomination papers from either the returning officer or the overseers free of charge.

Time for sending in Nomination Papers.

6. Every nomination paper shall be sent to the returning officer, so that it shall be received at his office within the time prescribed for that purpose by the First Schedule to this Order. A nomination paper received after that time shall not be valid. The returning officer shall note on each nomination paper whether it was received before or after that time.

Dealing with Nominations by Returning Officer.

7.—(1.) The returning officer shall number the nomination papers in the order in which they are received by him; and the first valid nomination paper received for a candidate shall be deemed to be the nomination of that candidate.

(2.) The returning officer shall, as soon as practicable after the receipt of any nomination paper, examine the same, and decide whether it has or has not been properly filled up and signed by two parochial electors of the parish or other area, and whether it is or is not invalid under Rule 4 (5) or Rule 6. His decision that a nomination paper has been so filled up and signed and is not invalid as aforesaid shall be final, and shall not be questioned in any proceeding whatever.

(3.) If the returning officer shall decide that a nomination paper is invalid, he shall put a note on it to this effect, stating the grounds of his decision, and he shall sign such note.

(4.) After deciding that the nomination of any candidate is valid, or (except where a nomination of any candidate has been decided to be valid) that a nomination paper for the candidate is invalid, the returning officer shall, not later than the day prescribed for that purpose by the First Schedule to this Order, send, by post or otherwise, notice of his decision to the candidate.

Statement as to Persons nominated.

8. Not later than the day prescribed for that purpose by the First Schedule to this Order, the returning officer shall make out a statement in the Form No. 2 in the Second Schedule to this Order, or in a form to the like effect, containing the names, places of abode, and descriptions of the persons nominated as guardians for the parish or the several parishes in the poor law union for which an election is to be held, and also containing a notice of his decision as regards each candidate as to whether he has been nominated by a

valid nomination paper or not. He shall forthwith cause a copy thereof to be suspended in the board room of the guardians, and another to be affixed on the principal external gate or door of every workhouse of the union, and, if the board room of the guardians is not situate at any such workhouse, on the external gate or door of the building in which the board room of the guardians is comprised.

Withdrawal of Candidate.

9. Any candidate may withdraw his candidature by delivering or causing to be delivered at the office of the returning officer, within the time prescribed for that purpose by the First Schedule to this Order, a notice in writing of such withdrawal, signed by him.

Relation of Nomination to Election.

10. Section 56 of the Municipal Corporations Act, 1882, shall be altered and adapted in its application to the election of guardians in the parish so as to provide as follows :

- (1.) If the number of candidates who receive valid nominations and who do not withdraw their candidature under Rule 9 exceeds that of the persons to be elected as guardians, the guardians shall be elected from amongst the persons nominated.
- (2.) If the number of valid nominations does not exceed the number of guardians to be elected, or if, by the withdrawal of any candidate as provided by Rule 9, the number of candidates for the parish is reduced to a number not exceeding the number to be elected, or if the number of candidates is otherwise so reduced, the returning officer shall, as early as practicable, give public notice in the parish in accordance with Rule 33 of this Order to the effect that no poll will be taken, and that the candidates, or the remaining candidates, as the case may be, will be declared to be elected ; and also, in the case of the ordinary election, if the number of such candidates is less than the number of guardians to be elected, that such of any retiring guardians for the parish as were highest on the poll at their election, or, if the poll was equal or there was no poll, as shall have been selected for that purpose by the returning officer by lot to make up the required number, will be declared to be deemed to be re-elected.
- (3.) If there is no valid nomination, the returning officer shall, as early as practicable, give public notice in the parish in accordance with Rule 33 of this Order that no poll will be taken, and, in the case of the ordinary election, that the retiring guardians will be declared to be deemed to be re-elected.

- (4.) The returning officer shall forthwith send, by post or otherwise, a copy of any notice under this Rule to each of the persons who will be declared to be elected or to be deemed to be re-elected.
- (5.) The notice shall be in the Form No. 3 or the Form No. 4, as the case may be, in the Second Schedule to this Order, or in a form to the like effect.

Day and Hours of Poll.

11.—(1.) The poll, if any, shall be held on the day of election as prescribed or defined by the First Schedule to this Order, and the hours during which the poll shall be open shall be such as shall be fixed by the County Council by any general or special order, or if no such order is in force in the parish, then such hours as were applicable at the last ordinary election of guardians or urban district councillors, so, however, that the poll shall always be open between the hours of six and eight in the evening.

(2.) Provided that in any urban district other than a borough the hours during which any poll shall be open for the election of guardians and urban district councillors shall be the same.

When Polls to be taken together.

12.—(1.) If any parish is co-extensive with an urban district for which an election of urban district councillors is to be held other than a borough, or with any ward or wards of any such urban district, or is wholly comprised in any such district which is not divided into wards or in any one ward of such a district which is divided into wards, the poll for the election of guardians for the parish and any poll for the election of urban district councillors shall be taken together.

(2.) If the County Council shall be of opinion in any other case that the polls for the election of guardians and for the election of urban district councillors can conveniently be taken together, they may give directions accordingly to the returning officers for the two elections, and the polls for such elections shall thereupon be taken together.

When Returning Officer for Urban District Councillors is to be Deputy Returning Officer for Guardians.

13.—(1.) If, as provided by paragraph (1) of Rule 12 of this Order, or as directed by the County Council under paragraph (2) of that Rule, the poll for the election of guardians for the parish and any poll for the election of urban district councillors are to be taken together, the returning officer at the election of urban district councillors for the urban district shall be the deputy returning officer for the purposes herein-after mentioned in relation to the poll for the election of guardians for the parish. Such deputy returning officer shall be substituted

for the returning officer in Rules 1 (4), 14, 15, 16, 17, 18, and 19 of this Order, and shall act as deputy returning officer for the purposes therein mentioned.

(2.) Immediately after the time prescribed under Rule 9 of this Order as the latest time for the withdrawal of candidates, the returning officer shall send to each returning officer for the election of urban district councillors who is deputy returning officer as aforesaid a statement of the persons validly nominated as guardians for the parish who have not withdrawn their candidatures, giving the surname and other name or names in full of each such candidate, and his place of abode and description, and the names of his proposer and seconder, and their respective places of abode.

Polling Districts.

14.—(1.) (a) If the parish is divided into wards for the election of urban district councillors, including the councillors of a borough, the whole of each such ward being comprised in the parish, and the lists of parochial electors are made out in separate parts for such wards, each ward shall be a polling district for the election of guardians.

(b) If the parish is not so divided, but is divided into polling districts for the election of county councillors, or if it is not divided into such polling districts, but is divided into polling districts for the election of the councillors of a borough, the whole of each such district being comprised in the parish, and the lists of parochial electors are made out in separate parts for such districts, each district shall be a polling district for the election of guardians.

(c) If neither paragraph (a) nor paragraph (b) of this Rule applies to the parish, the returning officer may, if he thinks fit, divide the parish into polling districts for the election of guardians, but each district shall consist of an area for which a separate list of parochial electors will be available.

(d) The polling districts for the election of guardians and of any urban district councillors, when the polls for the two elections are to be taken together, shall be the same.

(2.) If the parish is divided into polling districts, each parochial elector shall give his vote in the polling district in which the property in respect of which he is entitled to vote is situate, and if it is situate in more than one polling district, he may vote in any one (but in one only) of the polling districts in which it is situate.

Polling Places and Stations.

15.—1. The returning officer shall determine the number and situation of the polling places and polling stations.

Election of Guardians:—Outside London:—Arts. 15-17. 11

Provided as follows:—

- (a) No premises licensed for the sale of intoxicating liquor shall be used for a polling station:
- (b) The polling stations for the election of guardians and of any urban district councillors, when the polls for the two elections are taken together, shall be the same:
- (c) Where the number of parochial electors in the parish, or (if the parish is divided into polling districts) in any polling district, is not more than five hundred, only one polling station shall, unless the County Council otherwise direct, be provided for the parish or polling district; and so on for each additional five hundred parochial electors, or for any less number of parochial electors over and above the last five hundred.

Notice of Poll.

16.—(1.) If a poll has to be taken, the returning officer shall, within the time prescribed for that purpose by the First Schedule to this Order, give public notice thereof in accordance with Rule 33 of this Order. The notice shall specify—

- (a) the day and hours fixed for the poll;
- (b) the number of guardians to be elected for the parish;
- (c) the names, place of abode, and description of each candidate for the parish whom he has decided to be nominated by a valid nomination paper, and who has not withdrawn his candidature;
- (d) The names of the proposer and seconder who signed the nomination paper of each candidate;
- (e) a description of the polling districts, if any; and
- (f) the situation and allotment of the polling places and polling stations, and the description of the persons entitled to vote thereat.

(2.) The notice shall be in the Form No. 5 in the Second Schedule to this Order, or in a form to the like effect.

(3.) If polls are to be taken together in the parish as to the election of both guardians and urban district councillors, the returning officer may, if he thinks fit, give one notice only for both polls, and such notice shall be in the Form No. 6 in the Second Schedule to this Order, or in a form to the like effect.

Presiding Officers.

17. The returning officer, or some person appointed by him for the purpose, shall preside at each polling station. The person presiding at any polling station shall be called the presiding officer. Provided that at any polling station the same person shall act as presiding officer for the elections of

guardians and urban district councillors, the polls for which are to be taken together.

Compartments of Polling Stations.—Ballot Papers.

18. The returning officer shall furnish every polling station with a sufficient number of compartments in which the voters can mark their votes screened from observation, and shall furnish each presiding officer with such number of ballot papers as may be necessary for effectually taking the poll at the election.

Polling Agents.

19. If there are only two candidates, each of them may, in writing, appoint a polling agent for each polling station, who may be paid or unpaid. If there are more than two candidates, any number of them, being not less than one-third of the whole number of candidates, may, in writing, appoint one polling agent for each polling station, who may be paid or unpaid. Any such appointment shall be delivered at the office of the returning officer not less than two clear days before the day of the poll. Except as aforesaid, no polling agent, whether paid or unpaid, shall be appointed for the purposes of the election.

Prohibition of Voting in more than one Parish.—Questions to Elector.

20.—(1.) An elector shall not vote in more than one parish in the poor law union.

(2.) The presiding officer may, and if required by any parochial elector of the parish or any polling agent appointed under Rule 19 shall, put to any elector at the time of his applying for a ballot paper, but not afterwards, the following questions, or one of them, and no other:—

(a) Are you the person entered in the parochial register for this parish [or ward] as follows [read the whole entry from the register]?

(b) Have you already voted at the present election of guardians in this or any other parish or ward in the Union?

(3.) A person required to answer either of these questions shall not receive a ballot paper or be permitted to vote until he has answered it.

Counting the Votes.

21.—(1.) If the poll for the election of guardians for the parish and any poll for the election of urban district councillors are not to be taken together, the returning officer, if he does not himself count the votes, shall appoint some person to act as deputy returning officer for the parish as regards the custody and opening of the ballot boxes, the counting and

recording of the votes, and the declaration of the number of votes given for each candidate, and of the election of the candidate or candidates, to whom the largest number of votes has been given. The person so appointed shall, in addition to his other powers and duties, have all the powers and duties of the returning officer in relation to the matters aforesaid, and to the decision of any question as to any ballot paper and otherwise as to the ballot papers. The returning officer shall not himself count the votes in more than one urban parish in the union.

(2.) Where the returning officer for the election of urban district councillors is the deputy returning officer for the election of guardians as provided in paragraph (1) of Rule 13 of this Order, he shall also be deputy returning officer for the purposes referred to in paragraph (1) of this Rule.

(3.) The votes for each parish shall be counted as soon as practicable after the close of the poll.

Equality of Votes.

22. If an equality of votes is found to exist between any candidates, and the addition of a vote would entitle any of such candidates to be declared elected, the returning officer or deputy returning officer who counts the votes may, if a parochial elector of the parish, give such additional vote in writing, but shall not otherwise be entitled to vote at the election. If in such a case the returning officer, or deputy returning officer, as the case may be, is not a parochial elector of the parish, or is unwilling to vote, he shall determine by lot which of the candidates whose votes are equal shall be elected.

Who to be deemed to fill Casual Vacancies at ordinary Election.

23. In the event of one or more casual vacancies being filled up at the ordinary election, where there is a poll, the persons elected by the fewest votes shall be deemed elected to fill such vacancies. Should there be an equality of votes between such persons the guardians shall determine by ballot which of such persons shall be deemed elected to fill the casual vacancy. If the persons elected to fill the casual vacancies will hold office for different periods, the person elected by the fewest votes, or, if the votes are equal, the persons selected by the guardians by ballot from the persons so elected shall hold office for the shorter period. Where there is no poll the person or persons to be deemed to be elected to fill the casual vacancy or vacancies shall be determined by the guardians by ballot.

Declaration of Result of Poll.

24.—(1.) The declaration of the result of the poll shall be in the Form No. 7 in the Second Schedule to this Order, or in a form to the like effect.

(2). The returning officer, or deputy returning officer, as the case may be, making the declaration shall forthwith cause a copy of it to be affixed on the front of the building in which the votes have been counted. If the declaration is made by a deputy returning officer, he shall forthwith send it to the returning officer.

Publication of Result of Elections.

25.—(1.) The returning officer shall prepare and sign a notice of the result of the elections in all the urban parishes in the poor law union for which elections are held, and shall by such notice declare to be elected or to be deemed to be re-elected the persons who, under Rule 10, are to be declared to be elected or to be deemed to be re-elected without a poll being taken. The notice shall be in the form No. 8 in the Second Schedule to this Order, or in a form to the like effect.

(2.) The returning officer shall cause a copy of the notice to be suspended in the board room of the guardians. He shall also send a sufficient number of copies of the notice to the overseers of all the urban parishes in the union for which elections were held, and the overseers shall cause public notice to be given thereof in accordance with Rule 33 of this Order. The returning officer shall also send copies of the notice to the persons elected or deemed to be re-elected.

*Application and Adaptation of Ballot Act, 1872.**

26. The provisions of the Ballot Act, 1872, which, with adaptations and alterations, are set out in the Third Schedule to this Order, and only such provisions of that Act, shall, subject to such adaptations and alterations, apply to the election of guardians in like manner as in the case of a municipal election.

Provided as follows:—

- (a) Such application shall be subject to the provisions of this Order.
- (b) If polls are taken together in the parish as to an election of guardians and urban district councillors, one ballot box may, if the returning officer thinks fit, be used for the two elections; but if separate ballot boxes are used for the two elections respectively, no vote for any guardian shall be rendered invalid by the ballot paper being placed in the box intended for the reception of ballot papers for urban district councillors.
- (c) The ballot papers used at the election of guardians shall be of a different colour from that of any ballot papers used in the election of any urban district councillors in the parish when the polls for the two elections are taken together.

* 35 & 36 Vict. c. 33.

*Adaptation of Municipal Corporations Act, 1882.**

27.—(1.) The provisions of Sections 74 and 75 of the Municipal Corporations Act, 1882, which, with adaptations and alterations, are set out in the Fourth Schedule to this Order, and such of the provisions of that Act as relate to the acceptance of office, re-eligibility of holders of office, and filling of casual vacancies, and are, with adaptations and alterations, set out in the Fifth Schedule to this Order, shall, subject to such adaptations and alterations, apply to the election of guardians and to the persons elected or deemed to be re-elected thereat.

(2.) In the application of Part IV. of the Municipal Corporations Act, 1882 (relating to corrupt practices and election petitions), as amended by the Municipal Elections (Corrupt and Illegal Practices) Act, 1884,† the following adaptations and alterations shall have effect :—

- (a) Such application shall be subject to the provisions of this Order.
- (b) References to the election of guardians shall be substituted for references to a municipal election or to an election to a corporate office. “Parish or united parishes” and in Section 93 (2) “poor law union” shall be substituted for “borough,” “poor rate of the parish or poor rates of the united parishes” shall be substituted for “borough fund or borough rate,” “returning officer” shall be substituted for “town clerk,” and “voter” shall mean “a parochial elector” or a person who votes or claims to vote at an election of “guardians.”
- (c) In the application of sub-section (2) of Section 89, such sub-section shall be adapted and altered so as to read as follows :—

“ (2.) The security shall be to the amount of fifty pounds” unless in any case the High Court or a judge thereof on summons, order that the same shall be to a lesser amount, or to a larger amount not exceeding three hundred pounds, and shall be given in the prescribed manner either by a deposit of money or by recognizance entered into by not more than four sureties, or partly in one way and partly in the other.”

Adaptation of Municipal Elections (Corrupt and Illegal Practices) Act, 1884.†

28. In the application of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect :—

- (1.) Such application shall be subject to the provisions of this Order.

* 45 & 46 Vict. c. 50.

† 47 & 48 Vict. c. 70.

- (2.) The expressions "parish or united parishes," "returning officer at election of guardians," and "poor rate of the parish or poor rates of the united parishes" shall be deemed to be substituted in the Act for "borough" "town clerk," and "borough fund or rate," respectively.
- (3.) The expression "corporate office" in the Act shall mean "the office of guardian," and "a municipal election" shall mean "an election of one or more guardians"; and the expressions "municipal election court" "municipal election list," and "municipal election petition" shall be construed accordingly.
- (4.) So much of Section 13 of the Act as permits one polling agent to be employed in each polling station shall not apply, except so far as the employment of polling agents is permitted by Rule 19 of this Order.
- (5.) An election petition complaining of the election on the ground of an illegal practice may be presented at any time within six weeks after the day of election.
- (6.) A petition relating to the election of a guardian for a parish may be tried at any place within the poor law union in which the parish is situate.
- (7.) In Section 34 "burgess roll" shall mean "register of parochial electors."
- (8.) Section 37 of the Act shall be read as if a reference to an election of guardians was substituted for a reference to any of the elections mentioned in the first schedule to the Act.

Expenses.

29.—(1.) Any sum which may be payable to the returning officer in respect of his services in taking a poll in the parish, or in respect of expenses incurred in relation to such poll, shall be defrayed by the guardians of the poor law union, and shall be charged to the parish in their accounts.

(2.) Any other sum which may be payable to the returning officer in respect of his services in the conduct of the election, or in respect of expenses incurred in relation to the election, shall be defrayed by the guardians, and shall be charged to the parish, except that where any such sum shall be payable in respect of two or more parishes the same shall be apportioned between them according to the number of parochial electors registered in such parishes respectively.

(3.) If polls for the election of guardians and urban district councillors are taken together, one half of any expenses which may be payable in respect of the two polls jointly, including the remuneration of any officers employed in the conduct thereof, shall be deemed to have been incurred in relation to the poll for the election of guardians, and shall be defrayed accordingly.

Parish in more than one County.

30. If the parish is situate in more than one county, it shall for the purposes of this Order be deemed to be wholly situate in the county which, according to the census last published, contains the larger part of its population.

Wards.

31. If the parish is divided into wards for the election of guardians, the rules in this Order shall apply to each of such wards as if it were a parish :

Provided as follows :—

- (a) If the parish is so divided, an elector shall not be permitted to vote in more than one ward.
- (b) Any sum which, in pursuance of this rule and of Rule 29, would be charged to any ward shall be charged to the parish in which the ward is situate.

United Parishes.

32.—(1.) If the parish is united with any other parish for the election of guardians, the rules in this Order shall, subject as herein-after mentioned, apply to such parishes as if such parishes formed the parish.

(2.) In the case of any such united parishes the questions which under Rule 20 the presiding officer may, and if required by any parochial elector or by any polling agent appointed under Rule 19 shall, put to any elector shall be as follows :—

- (a) Are you the person entered in the parochial register for one of the united parishes, viz., the parish of
as follows [*read the whole entry from the register*]?
- (b) Have you already voted at the present election of guardians in either of the united parishes of
and , or in any other parish or ward in
the union?

(3.) Any sum which, in pursuance of this rule and of Rule 29, would be charged to the united parishes shall be divided between them in proportion to the number of parochial electors registered in such parishes respectively.

Publication of Notices.

33. Any public notice required by this Order shall be given by posting the same on or near the principal door of each church and chapel in the parish, and in some conspicuous place or places within the parish.

Mark instead of Signature.

34. In place of any signature required by this Order, it shall be sufficient for the signatory to affix his mark, if the same is witnessed by two parochial electors.

Misnomer.—Inaccurate Descriptions.

35. No misnomer or inaccurate description of any person or place named in any notice or nomination paper under this Order shall hinder the full operation of such notice or paper with respect to that person or place, provided the description of that person or place is such as to be commonly understood.

Definition of "Urban Parish" and "Ordinary Election."

36. In this Order the expression "urban parish" means a parish situate in one or more urban districts, including any municipal borough, whether a county borough or not, and shall be deemed to include the Hamlet of Penge, in the administrative county of London; and the expression "ordinary election" means the election held in any year to fill any ordinary vacancies in the guardians for urban parishes in the poor law union, and includes any first election of guardians or election to fill a casual vacancy in the office of guardian for any urban parish in the poor law union which can be held at the time of the election to fill such ordinary vacancies.

Adaptation of Forms to Elections other than the ordinary Elections.

37. If the election is not the ordinary election, such modifications as may be necessary shall be made in the forms contained in the second schedule to this Order.

This Order may be cited as the "Guardians (Outside London) Election Order, 1898."

Election of Guardians:—Outside London:—Time Table. 19

First Schedule.

a.—TIMES FOR THE PROCEEDINGS AT THE ORDINARY ELECTION OF GUARDIANS IN ANY YEAR.

Proceeding.	Time.
1. Notice of Election	Not later than the second Friday in March, or, if the first Monday in April is Easter Monday the first Friday in March.
2. Receipt of Nomination Papers..	Not later than twelve o'clock at noon on the following Thursday.
3. Sending notice of decision as to validity of Nomination Papers	Not later than the following Friday.
4. Making out Statement as to persons nominated	Not later than the following Saturday.
5. Withdrawal of Candidates ...	Not later than twelve o'clock at noon on the following Tuesday.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election... ..	The first Monday in April, or, if that is Easter Monday, the last Monday in March ; or, in either case, such other day not being earlier than the preceding Saturday, or later than the following Wednesday, as may for special reasons be fixed by the County Council.

b.—TIMES FOR THE PROCEEDINGS AT FIRST ELECTIONS OF GUARDIANS OR AT ELECTIONS TO FILL CASUAL VACANCIES, IF NOT HELD AT THE TIME OF THE ORDINARY ELECTION.

Proceeding.	Time.
1. Notice of Election	Not later than fourteen days before day of Election.
2. Receipt of Nomination papers ...	Not later than twelve o'clock at noon on the fourth day after the day on which the Notice of Election was given.
3. Sending notice of decision as to validity of Nomination Papers	Not later than the day after the last day for the receipt of Nomination Papers.
4. Making out Statement as to persons nominated	
5. Withdrawal of Candidates ...	Not later than twelve o'clock at noon on the fourth day after the last day for the receipt of Nomination Papers.
6. Notice of Poll	Five clear days at least before day of Election.
7. Day of Election	In the case of First Elections :— Such day as may be fixed by the Returning Officer, but so that, subject to any special provision in the Order assigning any additional Guardians or constituting the new Parish, as the case may be, it shall not be later than six weeks from the date when such Order comes into operation. In the case of Elections to fill Casual Vacancies :— Such day as may be fixed by the Clerk to the Guardians, in pursuance of Section 66 of the Municipal Corporations Act, 1882, as altered and adapted by the Fifth Schedule to this Order.

Second Schedule.

NOTE.—If the election is not the ordinary election, such modifications as may be necessary should be made in the forms in this Schedule (Rule 37).

FORM NO. 1.

Notice of Election.

Union

Election of Guardians

for the several parishes, united parishes and wards of parishes [*as the case may be*] situate in the above-named union, for which guardians are to be elected in the year 18 .

Election of Guardians :—Outside London :—Forms. 21

NOTICE IS HEREBY GIVEN THAT—

1.* The day of election of guardians for the said parishes, united parishes and wards of parishes [*as the case may be*] will be , the day of , 18 .

* If the day of election is not the same for all the parishes, united parishes and wards adapt form accordingly.

2. The number of guardians to be elected for the said parishes, united parishes and wards [*as the case may be*] is as follows† :—

† Insert here the names of the parishes, united parishes, and wards of parishes, with the number of guardians to be elected for each. A tabular form may be used if preferred.

3. Each candidate for election as a guardian must be nominated in writing and the nomination paper must be sent to me, so that it shall be received at (which is my office for the purpose of the election) not later than twelve o'clock at noon on , the day of , 18 .

4. A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish or united parishes or ward [*as the case may be*], and he must not sign a nomination paper for any parish or united parishes or ward unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign nomination papers for more than one parish or group of united parishes or ward in the union.

5. Forms of nomination paper may be obtained, free of charge, either from me at the above-named office, or from the overseers of the parish [*or either of the united parishes*] for which a nomination is proposed to be made.

6. The nomination paper must be in the following form, or in a form to the like effect :—

FORM OF NOMINATION PAPER.

Union.

Election of Guardians
for the parish of , [*or for the united parishes*
of , *or for the* ward of the
parish of] in the year 18 .

We the undersigned, being respectively parochial electors of the said parish [*or united parishes or ward*], do hereby nominate the under-mentioned person as a candidate at the said election.

Names of Candidate.		Place of Abode.	Description.	How qualified (specify qualification according to direction in Instruction 5).
Surname.	Other Names in full.			
1.	2.	3.	4.	5.

Signature of proposer
Place of abode
Signature of seconder
Place of abode

* These instructions form part of the nomination paper.

*Instructions for filling up Nomination Paper.**

(1.) The surname of only one candidate for election must be inserted in column 1.

(2.) The other names of the candidate must be inserted in full in column 2.

(3.) Insert in column 3 the place of abode of the candidate.

(4.) In column 4 state the occupation if any, of the candidate. If the candidate has no occupation, insert some such description as "gentleman," or "married woman," or "spinster," or "widow," as the case may be.

(5.) If the candidate is a parochial elector of some parish within the Union (that is, if his or her name is registered in the register of parochial electors of such parish) insert in column 5 "parochial elector of parish of" If the candidate is not a parochial elector of some parish in the union, but he or she has, during the whole of the twelve months preceding the election, resided in the union, insert in column 5 "residence." If, in the case of a parish or of united parishes wholly or partly situate within the area of a borough, the candidate is qualified to be elected a councillor for that borough, insert in column 5 "qualified to be elected councillor of borough of" If the candidate has more than one of these qualifications, it will be sufficient to insert in column 5 one of his or her qualifications, but more may be inserted.

(6.)—(1.) The paper must be signed by two parochial electors of the parish [or united parishes or ward] and no more; by one as proposer, and by the other as seconder. The places of abode of the proposer and seconder must also be inserted. Instead of signing, the proposer or seconder may affix his mark if it is witnessed by two parochial electors.

(2.) A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish [or united parishes or ward], and he must not sign a nomination paper for any parish [or united parishes or ward] unless he is registered as a parochial elector in respect of a qualification therein. Neither must he sign a nomination paper in more than one parish [or group of united parishes or ward] in the union.

(7.) Not later than . . . , the . . . day of . . . , 18 . . . , I shall cause a copy of a statement containing the names, places of abode, and descriptions of the persons nominated for the office of guardian for the said parishes, united parishes and wards, and also containing a notice of my decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not, to be suspended in the board room of the guardians of the union in which the said parishes, united parishes and wards are situate, and another to be affixed on the principal external gate or door of every workhouse of the union [and of the building in which the board room of the guardians is comprised].*

* If the board room is at the workhouse omit these words.

(8.) Any candidate nominated for election may, not later than twelve o'clock at noon on . . . , the . . . day of . . . , 18 . . . , withdraw his candidature by delivering or causing to be delivered at my office for the purposes of the election a notice in writing of such withdrawal signed by him.

* If the day of election is not the same for all the parishes, united parishes, and wards, adapt form accordingly.

(9.)* If the number of candidates who are validly nominated for any parish, united parishes or ward, and whose candidature is not withdrawn, exceeds that of the persons to be elected, a poll will be taken on . . . , the . . . day of . . . , 18 . . . , of which due notice will be given.

Dated this . . . day of . . . , 18 . . .

Returning Officer.

Office for purpose of election.

Election of Guardians:—Outside London:—Forms 2, 3. 23

FORM No. 2.

Statement as to Persons Nominated.

Union.

The following is a statement as to the persons nominated for election as guardians for the several urban parishes, united parishes and wards of parishes [as the case may be] in the above-named union for which an election is to be held in the year 18 .

[illegible]

The candidates opposite whose names no entry is made in column 5 have been validly nominated.

Dated this day of 18 .

Returning Officer.

Office for purpose of election.

FORM No 3.

Notice that no Poll will be taken.

Union.

Parish of [or ward of the parish of or
united parishes of].

Whereas the following candidates have been duly nominated for election as guardians for the said parish [or ward or united parishes] :— [*Insert names, places of abode, and descriptions of candidates.*]

And whereas the number of those [or And whereas the said [insert name or names] has [or have] since withdrawn his [or their] candidature [or if some other event has occurred causing a person to cease to be a candidate, state what it is], and the number of the remaining] candidates is [equal to or less than] the number of persons, namely, to be elected as guardians for the said parish [or ward or united parishes],

I do hereby give notice that a poll will not be taken, and that the said [insert names] will be declared elected as guardians for the said parish [or ward or united parishes],* and also that [insert names] retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

* If the number of candidates or remaining candidates is equal to the number to be elected, or if the election is a first election or is to fill a casual vacancy, omit from * to the end of the sentence.

Dated this day of , 18 .

Returning Officer.

FORM No. 4.

Notice where no Candidates are nominated.

Union.

Parish of _____ [or _____ ward of the parish
of _____, or united parishes of _____].

* If the election is a first election, or is to fill a casual vacancy, omit from * to the end of the sentence.

I do hereby give notice that no candidate has been duly nominated for election as a guardian for the said parish [or ward or united parishes],* and that [insert names] the retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

Dated this _____ day _____, 19 _____.

Returning Officer.

FORM No. 5.

Notice of Poll.

[This form is for use where a poll is taken for the election of guardians only.]

Union.

Election of guardians
for the above union in the year 18 _____.

Parish of _____ [or _____ ward of the parish of
or united parishes of _____].

NOTICE IS HEREBY GIVEN—

1. That a poll for the election of guardians for the above-named parish [or ward or united parishes] will be held on _____ the _____ day of _____, 18 _____, between the hours of _____ and _____

2. That the number of guardians to be elected for the parish [or ward or united parishes] is _____

3. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows :—

Names of Candidates (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconders (Surname first).

* Insert particulars as to each candidate for the parish or ward or united parishes whose nomination is valid, and who has not withdrawn his candidature.

† If the parish or ward or united parishes are not divided into polling districts for the purposes of the election, paragraph four should be omitted.

4.†—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

Election of Guardians :—Outside London :—Forms 5, 6. 25

(2.) The polling districts are as follows :—

*5. The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows :—

* If only one polling place or station, adapt form accordingly.

6. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election will be (*insert colour*).

Dated this day of , 18 .

Returning Officer *or*
Deputy Returning Officer.

Office for purpose of election.

FORM No. 6.

Notice of Poll.

[This form may be used where polls are taken together for the election of urban district councillors and guardians.]

Election of urban district councillors and guardians
for the urban district of [*or for the* ward
of the urban district of], and for the parish of
[*or for the* ward of the parish of , *or for the*
united parishes of], in the year 18 .

NOTICE IS HEREBY GIVEN—

1. That polls for the election of urban district councillors and of guardians for the above-named district [*or ward*] and parish [*or ward or united parishes*] will be held on the day of , 18 , between the hours of and .

2. That the number of urban district councillors to be elected for the district [*or ward*] is

3. That the number of guardians to be elected for the parish [*or ward or united parishes*] is

4. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows :—

AS URBAN DISTRICT COUNCILLORS.

Names of Candidates (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secunder (Surname first).

AS GUARDIANS.

Names of Candidate (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

* If the district, parish, or ward, or united parishes are not divided into polling districts for the purposes of the election, paragraph 5 should be omitted.

† If only one polling place or station, adapt form accordingly.

*5.—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

(2.) The polling districts are as follows :—

† 6. The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows :—

7. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election of urban district councillors will be [insert colour], and in the election of guardians will be [insert colour].

Dated this day of , 18 .

Returning Officer

for the election of Urban District Councillors, and
Deputy Returning Officer for the election of Guardians.

Office for purpose of election.

FORM NO. 7.

Declaration of Result of Poll.

Union.

Election of guardians
for the above union in the year 18 .
Parish of [or ward of the parish of
or united parishes of].

I, the undersigned, being the returning officer [or deputy returning officer duly authorised in that behalf] at the poll for the election of guardians for the said parish [or ward or united parishes] held on the day of , 18 , do hereby give notice that the number of votes recorded for each candidate at the election is as follows :—

Names of Candidates.		Places of Abode.	Number of Votes Recorded.
Surnames.	Other Names.		

Election of Guardians :—Outside London :—Ballot Act. 27

And I do hereby declare that the said
are duly elected guardians for the said parish [*or ward or united parishes*].

Dated this day of , 18

Returning Officer
[*or Deputy Returning Officer*].

FORM No. 8.

Notice of Result of Elections.

Union.

Election of guardians
for the above-named union in the year 18

I, the undersigned, being the returning officer at the election of guardians for the said union, do hereby give notice that the candidates whose names are entered in column 6 of the statement hereunder, opposite to the names of parishes, wards, and united parishes in which polls have been taken, have been declared duly elected guardians ; and I hereby declare that the persons whose names are entered in the said column [*or in column 7*]* opposite to the names of parishes, wards, and united parishes where no polls have been taken were duly elected [*or are to be deemed to be re-elected**] guardians for the same.

* If the election is a first election, or is to fill a casual vacancy, omit these words and column 7.

Parishes, Wards, and United Parishes.	Names of Candidates.		Places of Abode.	Number of Votes recorded.	Names of Candidates elected.	Names of retiring Guardians deemed to be re- elected.
	Surnames.	Other Names.				
1.	2.	3.	4.	5.	6.	7.

Dated this day of , 18

Returning Officer.

Third Schedule.

PROVISIONS OF THE BALLOT ACT, 1872, AS ADAPTED AND ALTERED IN
THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

PROCEDURE AT ELECTIONS OF GUARDIANS.

Poll at Elections.

2. The ballot of each voter shall consist of a paper (in this Act called a ballot paper) showing the names and description of the candidates. Each ballot paper shall have a number printed on the back, and shall have attached a counterfoil with the same number printed on the face. At the time of voting, the ballot paper shall be marked on both sides with an official mark and delivered to the voter within the polling station, and the number of such voter on the register of voters shall be marked on the counterfoil, and the voter having secretly marked his vote on the paper, and folded it up so

as to conceal his vote, shall place it in a closed box in the presence of the officer presiding at the polling station (in this Act called "the presiding officer") after having shown to him the official mark at the back.

If in the register of parochial electors for a parish the same number is placed opposite to the name of more than one parochial elector, the returning officer shall put a distinguishing mark on each part of the register which contains numbers used in other parts of the register, and when the number of any voter on any part of the register is entered on the counterfoil of a ballot paper, the mark on that part shall also be entered thereon.

Any ballot paper which has not on its back the official mark, or on which votes are given to more candidates than the voter is entitled to vote for, or on which anything, except the said number on the back, is written or marked by which the voter can be identified, shall be void and not counted.

At the close of the poll the ballot boxes shall be sealed up, so as to prevent the introduction of additional ballot papers, and shall be taken charge of by the returning officer, and that officer shall, in the presence of such agents, if any, of the candidates as may be in attendance, open the ballot boxes, and ascertain the result of the poll by counting the votes given to each candidate, and shall forthwith declare to be elected the candidates or candidate to whom the majority of votes have been given. The decision of the returning officer as to any question arising in respect of any ballot paper shall be final, subject to reversal on petition questioning the election or return.

OFFENCES.

Offences in Respect of Ballot Papers and Ballot Boxes.

3. Every person who—

- (1.) Forges or counterfeits or fraudulently defaces or fraudulently destroys any ballot paper, or the official mark on any ballot paper; or
- (2.) Without due authority supplies any ballot paper to any person; or
- (3.) Fraudulently puts into any ballot box any paper other than the ballot paper which he is authorised by law to put in; or
- (4.) Fraudulently takes out of the polling station any ballot paper; or
- (5.) Without due authority destroys, takes, opens, or otherwise interferes with any ballot box or packet of ballot papers then in use for the purposes of the election;

shall be guilty of a misdemeanor, and be liable, if he is a returning officer or an officer or clerk in attendance at a polling station, to imprisonment for any term not exceeding two years, with or without hard labour, and if he is any other person, to imprisonment for any term not exceeding six months, with or without hard labour.

Any attempt to commit any offence specified in this section shall be punishable in the manner in which the offence itself is punishable.

In any indictment or other prosecution for an offence in relation to the ballot boxes, ballot papers, and marking instruments at an election, the property in such papers, boxes, and instruments may be stated to be in the returning officer at such election, as well as the property in the counterfoils.

Infringement of Secrecy.

4. Every officer, clerk, and agent in attendance at a polling station shall maintain and aid in maintaining the secrecy of the voting in such station, and shall not communicate, except for some purpose authorised by law, before the poll is closed, to any person any information as to the name or number on the register of parochial electors of any elector who has or has

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not applied for a ballot paper or voted at that station or as to the official mark, and no such officer, clerk, or agent, and no person whosoever, shall interfere with or attempt to interfere with a voter when marking his vote, or otherwise attempt to obtain in the polling station information as to the candidate for whom any voter in such station is about to vote or has voted, or communicate at any time to any person any information obtained in a polling station as to the candidate for whom any voter in such station is about to vote or has voted, or as to the number on the back of the ballot paper given to any voter at such station. Every officer, clerk, agent, and person in attendance at the counting of the votes shall maintain and aid in maintaining the secrecy of the voting, and shall not attempt to ascertain at such counting the number on the back of any ballot paper, or communicate any information obtained at such counting as to the candidate for whom any vote is given in any particular ballot paper. No person shall directly or indirectly induce any voter to display his ballot paper after he has marked the same, so as to make known to any person the name of the candidate for or against whom he has so marked his vote.

Every person who acts in contravention of the provisions of this section shall be liable, on summary conviction before two justices of the peace, to imprisonment for any term not exceeding six months, with or without hard labour.

USE OF SCHOOL AND PUBLIC ROOM FOR POLL.

6. The returning officer at an election of guardians may use, free of charge, for the purpose of taking the poll or for counting the votes at such election, any room in a school receiving a grant out of moneys provided by Parliament, and any room the expense of maintaining which is payable out of any local rate, but he shall make good any damage done to such room, and defray any expense incurred by the person or body of persons, corporate or unincorporate, having control over the same on account of its being used for the purpose of taking the poll or for counting the votes as aforesaid.

The use of any room in an unoccupied house for taking the poll shall not render any person liable to be rated or to pay any rate for such house.

DUTIES OF RETURNING AND ELECTION OFFICERS.

General Powers and Duties of Returning Officer.

7. Subject to the provisions of this Act, every returning officer shall provide such nomination papers, polling stations, ballot boxes, ballot papers, stamping instruments, copies of register of parochial electors, and other things, appoint and pay such officers, and do such other acts and things as may be necessary for effectually conducting the election.

Every deputy returning officer shall, in so far as he acts as returning officer, be deemed to be included in the term returning officer.

Keeping of Order in Station.

8. If any person misconducts himself in the polling station, or fails to obey the lawful orders of the presiding officer, he may immediately, by order of the presiding officer, be removed from the polling station by any constable in or near that station, or any other person authorised in writing by the returning officer to remove him ; and the person so removed shall not, unless with the permission of the presiding officer, again be allowed to enter the polling station during the day.

Any person so removed as aforesaid, if charged with the commission in such station of any offence, may be kept in custody until he can be brought before a justice of the peace.

Provided that the powers conferred by this section shall not be exercised so as to prevent any elector who is otherwise entitled to vote at any polling station from having an opportunity of voting at such station.

Powers of Presiding Officer and Administration of Oaths, &c.

10. For the purpose of the adjournment of the poll, a presiding officer shall have the power by law belonging to a deputy returning officer in a parliamentary election; and any presiding officer and any clerk appointed by the returning officer to attend at a polling station shall have the power of asking the questions and administering the oath authorised by law to be asked of and administered to voters, and any justice of the peace and any returning officer may take and receive any declaration authorised by this Act to be taken before him.

Liability of Officers for Misconduct.

11. Every returning officer, presiding officer, and clerk who is guilty of any wilful misfeasance or any wilful act or omission in contravention of this Act, shall, in addition to any other penalty or liability to which he may be subject, forfeit to any person aggrieved by such misfeasance, act, or omission a penal sum not exceeding one hundred pounds.

No returning officer, or officer appointed by him in connexion with the election of guardians for any parish, nor any partner or clerk of any such officer, shall act as agent for any candidate in the management or conduct of his election as a guardian. If any returning officer or officer appointed by him, or the partner or clerk of any such officer, shall so act he shall be guilty of a misdemeanor.

MISCELLANEOUS.

Prohibition of Disclosure of Vote.

12. No person who has voted at an election shall, in any legal proceeding to question the election or return, be required to state for whom he has voted.

Non-compliance with Rules.

13. No election shall be declared invalid by reason of a defect in the title or appointment of the returning officer or deputy returning officer, or of a non-compliance with the rules contained in the First Schedule to this Act or in the Guardians (Outside London) Election Order, 1898, or any mistake in the use of the forms in the Second Schedule to this Act or in the said Order, if it appears to the tribunal having cognizance of the question that the election was conducted in accordance with the principles laid down in the body of this Act and of the Local Government Act, 1894, and that such non-compliance or mistake did not affect the result of the election.

PERSONATION.

Definition and Punishment of Personation.

24. The following enactments shall be made with respect to personation at an election of guardians.

It shall be the duty of the returning officer to institute a prosecution against any person whom he may believe to have been guilty of personation, or of aiding, abetting, counselling, or procuring the commission of the offence of personation by any person, at the election for which he is returning officer, and the costs and expenses of the prosecutor and the witnesses in such case, together with compensation for their trouble and loss of time, shall be allowed by the court in the same manner in which courts are empowered to allow the same in cases of felony.

Sections 86 to 89, both inclusive, of the Parliamentary Voters Registration Act, 1843, shall apply to personation at an election of guardians in the same manner as they apply to a person who knowingly personates and falsely assumes to vote in the name of another person as mentioned in the said Act,

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but with the substitution of the words "any parochial elector or any agent appointed under the Guardians (Outside London) Election Order, 1898," for "any such agent so appointed as aforesaid" or for any reference to any such agent, and of "the presiding officer" for "the returning officer or his respective deputy."

EFFECT OF SCHEDULES.

28. The schedules to this Act, and the notes thereto and directions therein, shall be construed and have effect as part of this Act.

SCHEDULES TO ACT.

First Schedule to Act.

RULES FOR ELECTIONS OF GUARDIANS.

The Poll.

15. At every polling place the returning officer shall, subject to the provisions of the Guardians (Outside London) Election Order, 1898, provide a sufficient number of polling stations for the accommodation of the electors entitled to vote at such polling places, and shall distribute the polling stations amongst those electors in such manner as he thinks most convenient.

17. A separate room or separate booth may contain a separate polling station, or several polling stations may be constructed in the same room or booth.

18. No person shall be admitted to vote at any polling station except the one allotted to him.

20. The returning officer shall provide each polling station with materials for voters to mark the ballot papers, with instruments for stamping thereon the official mark, and with copies of the register of voters, or such part thereof as contains the names of the voters allotted to vote at such station. He shall keep the official mark secret.

21. The presiding officer appointed to preside at each station shall keep order at his station, shall regulate the number of electors to be admitted at a time, and shall exclude all other persons except the clerks, the agents of the candidates, and the constables on duty.

22. Every ballot paper shall contain a list of the candidates described as in their respective nomination papers, and arranged alphabetically in the order of their surnames, and (if there are two or more candidates with the same surname) of their other names: it shall be in the form set forth in the second schedule to this Act or as near thereto as circumstances admit, and shall be capable of being folded up.

23. Every ballot box shall be so constructed that the ballot papers can be introduced therein, but cannot be withdrawn therefrom, without the box being unlocked. The presiding officer at any polling station, just before the commencement of the poll, shall show the ballot box empty to such persons, if any, as may be present in such station, so that they may see that it is empty, and shall then lock it up, and place his seal upon it in such manner as to prevent its being opened without breaking such seal, and shall place it in his view for the receipt of ballot papers, and keep it so locked and sealed.

24. Immediately before a ballot paper is delivered to an elector, it shall be marked on both sides with the official mark, either stamped or perforated,

and the number, name, and description of the elector as stated in the copy of the register shall be called out, and the number of such elector, together with the distinguishing mark, if any, of the part of the register in which the number occurs shall, as required by Section 2 of this Act as adapted, be marked on the counterfoil, and a mark shall be placed in the register against the number of the elector, to denote that he has received a ballot paper, but without showing the particular ballot paper which he has received.

25. The elector, on receiving the ballot paper, shall forthwith proceed into one of the compartments in the polling station, and there mark his paper, and fold it up so as to conceal his vote, and shall then put his ballot paper, so folded up, into the ballot box ; he shall vote without undue delay, and shall quit the polling station as soon as he has put his ballot paper into the ballot box.

26. The presiding officer, on the application of any voter who is incapacitated by blindness or other physical cause from voting in manner prescribed by this Act, or (if the poll be taken on Saturday) of any voter who declares that he is of the Jewish persuasion, and objects on religious grounds to vote in manner prescribed by this Act, or of any voter who makes such a declaration as herein-after mentioned that he is unable to read, shall, in the presence of the agents of the candidates, cause the vote of such voter to be marked on a ballot paper in manner directed by such voter, and the ballot paper to be placed in the ballot box, and the name and number on the register of voters of every voter whose vote is marked in pursuance of this rule, and the reason why it is so marked, shall be entered on a list, in this Act called "the list of votes marked by the presiding officer."

The said declaration, in this Act referred to as "the declaration of inability to read," shall be made by the voter at the time of polling, before the presiding officer, who shall attest it in the form herein-after mentioned, and no fee, stamp, or other payment shall be charged in respect of such declaration, and the said declaration shall be given to the presiding officer at the time of voting.

27. If a person, representing himself to be a particular elector named on the register, applies for a ballot paper after another person has voted as such elector, the applicant shall, upon duly answering the questions permitted by the Guardians (Outside London) Election Order, 1898, to be asked of voters at the time of polling, and upon taking an oath in the form herein-after set out, which the presiding officer shall administer, be entitled to mark a ballot paper in the same manner as any other voter, but the ballot paper (in this Act called a tendered ballot paper) shall be of a colour differing from the other ballot papers, and, instead of being put into the ballot box, shall be given to the presiding officer and endorsed by him with the name of the voter and his number in the register of voters, and set aside in a separate packet, and shall not be counted by the returning officer. And the name of the voter and his number on the register shall be entered on a list, in this Act called "the tendered votes list."

The oath shall be administered in the following form :—

"You do swear that you are the same person whose name appears as *A.B.* on the register of parochial electors for the parish of [or ward of the parish of], and that you have not already voted at the present election of guardians in this or any other parish or ward in the union.

"SO HELP YOU GOD."

Provided that any person entitled to affirm in lieu of taking an oath may affirm in the following form :—

"I, *A.B.*, do solemnly, sincerely, and truly declare and affirm that I am the same person whose name appears as *A.B.* on the register of parochial electors for the parish of [or ward of the parish

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of], and that I have not already voted at the present election of guardians in this or any other parish or ward in the union."

28. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot be conveniently used as a ballot paper, may, on delivering to the presiding officer the ballot paper so inadvertently dealt with, and proving the fact of the inadvertence to the satisfaction of the presiding officer, obtain another ballot paper in the place of the ballot paper so delivered up (in this Act called a "spoilt ballot paper"), and the spoilt ballot paper shall be immediately cancelled.

29. The presiding officer of each station, as soon as practicable after the close of the poll, shall make up into separate packets sealed with his seal,—

- (1) Each ballot box in use at his station, unopened but with the key attached ; and
- (2) The unused and spoilt ballot papers, placed together ; and
- (3) The tendered ballot papers ; and
- (4) The marked copies of the register of parochial electors, and the counterfoils of the ballot papers ; and
- (5) The tendered votes list, and the list of votes marked by the presiding officer, and a statement of the number of the voters whose votes are so marked by the presiding officer under the heads "physical incapacity," "Jews," and "unable to read," and the declarations of inability to read ;

and shall deliver such packets to the returning officer, or deputy returning officer, by whom the votes are to be counted, unless he is himself such officer.

30. The packets shall be accompanied by a statement made by such presiding officer, showing the number of ballot papers entrusted to him, and accounting for them under the heads of ballot papers in the ballot box, unused, spoilt, and tendered ballot papers, which statement is in this Act referred to as the ballot paper account.

Counting Votes.

31. Each candidate may appoint an agent to attend the counting of the votes.

32. The returning officer shall make arrangements for counting the votes in the presence of the agents of the candidates as soon as practicable after the close of the poll, and shall give to the agents of the candidates appointed to attend at the counting of the votes notice in writing of the time and place at which he will begin to count the same.

33. The returning officer, his assistants and clerks, the agents of the candidates, any person to whom Rule 51 of this schedule applies, and no other person, except with the sanction of the returning officer, may be present at the counting of the votes.

34. If a poll has been taken as to the election of guardians only, before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open each ballot box, and taking out the papers therein shall count and record the number thereof, and then mix together the whole of the ballot papers contained in the ballot boxes. If polls have been taken at the same date for the election both of guardians and of urban district councillors before the returning officer proceeds to count the votes, he shall, in the presence of the agents of the candidates, open one of the ballot boxes and taking out the papers therein shall separate those relating to the election of guardians from any relating to the election of urban district councillors, and shall count and record the number of ballot papers relating to each election. He shall then secure the ballot papers relating to

each election by placing them in separate packets under his own seal, and the seals of such of the agents of the candidates as desire to affix their seals, and shall proceed in like manner with any other ballot boxes and the papers therein. When all the ballot boxes and the papers therein have been so dealt with, he shall open all the packets of ballot papers relating to one election, and shall mix all such papers together, and shall proceed to count the votes, keeping the papers relating to any other election sealed up until he has completed such counting. He shall afterwards deal in manner aforesaid with the packets and papers relating to the other election or elections.

The returning officer, while counting and recording the number of ballot papers and counting the votes, shall keep the ballot papers with their faces upwards, and take all proper precautions for preventing any person from seeing the numbers printed on the backs of such papers.

35. The returning officer shall, so far as practicable, proceed continuously with counting the votes, allowing only time for refreshment and excluding, if and so far as he thinks it necessary, the hours between the close of the poll and nine o'clock on the succeeding morning. During the excluded time the returning officer shall place the ballot papers and other documents relating to the election under his own seal and the seals of such of the agents of the candidates as desire to affix their seals, and shall otherwise take proper precautions for the security of such papers and documents.

36. The returning officer shall endorse "rejected" on any ballot paper which he may reject as invalid, and shall add to the endorsement "rejection objected to," if an objection be in fact made by any agent to his decision. The returning officer shall draw up a statement showing the number of ballot papers rejected and not counted by him under the several heads of —

1. Want of official mark ;
2. Voting for more candidates than entitled to ;
3. Writing or mark by which voter could be identified ;
4. Unmarked or void for uncertainty ;

and shall on request allow any agents of the candidates to copy such statement. If the votes are counted by a deputy returning officer he shall, with the declaration of the result of the poll, report to the returning officer the number of ballot papers rejected and not counted by him, under the above heads, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it.

37. Upon the completion of the counting the returning officer shall seal up in separate packets the counted and rejected ballot papers. He shall not open the sealed packet of tendered ballot papers or marked copy of the register of voters and counterfoils, but shall proceed, in the presence of the agents of the candidates, to verify the ballot paper account given by each presiding officer by comparing it with the number of ballot papers recorded by him as aforesaid, and the unused and spoilt ballot papers in his possession and the tendered votes list, and shall reseal each sealed packet after examination. The returning officer shall draw up a statement as to the result of such verification, and shall, on request, allow any agents of the candidates to copy it.

If the votes are counted by a deputy returning officer, he shall report to the returning officer the result of the verification, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it. He shall with his report send to the returning officer the sealed packets of counted and rejected ballot papers, and the unopened sealed packets which he has received from any presiding officer.

Election of Guardians:—Outside London:—Ballot Act. 35

38. Lastly, the returning officer shall carefully preserve for the period hereinafter mentioned all the packets of ballot papers in his possession, together with the said reports, the ballot paper accounts, tendered votes lists, lists of votes marked by the presiding officer, statements relating thereto, declarations of inability to read, and packets of counterfoils, and marked copies of registers, endorsing on each packet a description of its contents and the date of the election to which they relate and the name of the parish for which such election was held.

39. The returning officer shall retain for six months all documents relating to an election of guardians, and then, unless otherwise directed by an order of the county court having jurisdiction in the parish or in any part thereof, or of any tribunal in which the election was questioned, shall cause them to be destroyed.

40. No person shall be allowed to inspect any rejected ballot papers in the custody of the returning officer, except under the order of the county court or tribunal aforesaid, to be granted by such court or tribunal on being satisfied by evidence on oath that the inspection or production of such ballot papers is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a petition questioning an election or return; and any such order for the inspection or production of ballot papers may be made subject to such conditions as to persons, time, place, and mode of inspection or production as the court or tribunal making the same may think expedient, and shall be obeyed by the returning officer.

41. No person shall, except by order of the county court having jurisdiction in the parish or any part thereof, or of any tribunal having cognizance of any question relating to the election, open the sealed packet of counterfoils after the same has been once sealed up, or be allowed to inspect any counted ballot papers in the custody of the returning officer. Such order may be made subject to such conditions as to persons, time, place, and mode of opening or inspection as the court or tribunal making the order may think expedient: Provided that on making and carrying into effect any such order care shall be taken that the mode in which any particular elector has voted shall not be discovered until he has been proved to have voted, and his vote has been declared by a competent court to be invalid.

42. All documents in the custody of a returning officer, in pursuance of this Act, other than ballot papers and counterfoils, shall be open to public inspection at such time and under such regulations as may have been or may hereafter be prescribed by the Council of the county or county borough in which the parish is situate, and the returning officer shall supply copies of or extracts from the said documents to any person demanding the same, on payment of such fees and subject to such regulations as may have been or may hereafter be prescribed by the County Council.

43. Where an order is made for the production by the returning officer of any document in his possession relating to any specified election of guardians the production by such officer or his agent of the document ordered, in such manner as may be directed by such order, or by an order of the court having power to make such first-mentioned order, shall be conclusive evidence that such document relates to the specified election; and any endorsement appearing on any packet of ballot papers produced by such returning officer or his agent shall be evidence of such papers being what they are stated to be by the endorsement. The production from proper custody of a ballot paper purporting to have been used at any election, and of a counterfoil marked with the same printed number and having a number marked thereon in writing, shall be *prima facie* evidence that the person who voted by such ballot paper was the person who at the time of such election had affixed to his name in the register of voters at such election the same number as the number written on such counterfoil.

43. (a) There shall be an appeal from any order of the county court under these rules in like manner as in other cases in such court.

General Provisions.

47. If the returning officer presides at any polling station, the provisions of this Act relating to a presiding officer shall apply to such returning officer with the necessary modifications as to things to be done by the returning officer to the presiding officer, or the presiding officer to the returning officer.

48. The returning officer may, in addition to any clerks, appoint competent persons to assist him in counting the votes.

49. No person shall be appointed by a returning officer for the purposes of an election who has been employed by any other person in or about the election.

50. The presiding officer may do, by the clerks appointed to assist him, any act which he is required or authorised to do by this Act at a polling station except ordering the arrest, exclusion, or ejection from the polling station of any person.

51. A candidate may himself undertake the duties which any agent of his, if appointed under Rule 31 of this Schedule, might have undertaken, and may, if he does not appoint such an agent, be present at the counting of the votes, or may himself take the place of such agent. Provided that any person acting under this Rule may at any time, before so acting, make the statutory declaration as to secrecy required by Rule 54 of this Schedule, but he shall not so act until he has made such declaration.

52. The name and address of every agent of a candidate appointed to attend the counting of the votes shall be transmitted to the returning officer one clear day at the least before the opening of the poll; and the returning officer may refuse to admit to the place where the votes are counted any agent whose name and address has not been so transmitted, notwithstanding that his appointment may be otherwise valid, and any notice required to be given to an agent by the returning officer may be delivered at or sent by post to such address.

53. If any person appointed an agent for the purposes of attending a polling station or at the counting of the votes dies, or becomes incapable of acting during the time of the election, another agent may be appointed in his place, and notice shall forthwith be given to the returning officer in writing of the name and address of any agent so appointed.

54. Every returning officer, and every officer, clerk, or agent authorised to attend at a polling station, and also every officer, clerk, or agent authorised to attend at the counting of the votes, shall, before the opening of the poll, make a statutory declaration of secrecy, in the presence, if he is the returning officer, of a justice of the peace, and if he is any other officer or an agent, of a justice of the peace or of the returning officer; but no such returning officer, officer, clerk, or agent as aforesaid shall, save as aforesaid, be required, as such, to make any declaration or take any oath on the occasion of any election.

55. Where in this Act any expressions are used requiring or authorising or inferring that any act or thing is to be done in the presence of the agents of the candidates, such expressions shall be deemed to refer to the presence of such agents of the candidates as may be authorised to attend, and as have in fact attended at the time and place where such act or thing is being done, and the non-attendance of any agent or agents at such time and place shall not, if such act or thing be otherwise duly done, in anywise invalidate the act or thing done.

Election of Guardians :—Outside London :—Ballot Act. 37

SECOND SCHEDULE TO ACT.

Note.—The forms contained in this Schedule, or forms as nearly resembling the same as circumstances will admit, shall be used in all cases to which they refer and are applicable, and when so used shall be sufficient in law.

<i>Form of Ballot Paper.</i>	
<i>Form of Front of Ballot Paper.</i>	
ELECTION OF GUARDIANS.	
1	BROWN (John Brown, of Water Lane, Agricultural Labourer).
2	GREEN (Robert Green, of Mudford, Shoemaker).
3	JONES (William David Jones, of Claygate Farm, Farmer).
4	MERTON (Hon. George Travis, commonly called Viscount Merton, of Swanworth, Wilts, Gentleman).
5	ROBINSON (Henry Robinson, of High Street, Grocer).
6	SMITH (Mary Elizabeth Smith, of Lavender Cottage, Married Woman).

NOTE :—
The Counterfoil is to have a number to correspond with that on the back of the Ballot Paper.

<i>Form of Back of Ballot Paper.</i>			
No.	Election of Guardians for Ward of , 18 .	Parish [or Parish].	United Parishes
or			

Note.—The number on the ballot paper is to correspond with that on the counterfoil.

Directions as to printing Ballot Paper.

Nothing is to be printed on the ballot paper except in accordance with this Schedule.

The surname of each candidate, and if there are two or more candidates for the same surname, also the other names of such candidates, shall be printed in large characters, and the names, places of abode, and descriptions, and the number on the back of the paper, shall be printed in small characters.

Form of Directions for the Guidance of the Voter in voting, which shall be printed in conspicuous Characters, and placarded outside every Polling Station and in every Compartment of every Polling station.

The voter may vote for _____ candidates as guardians.

The voter will go into one of the compartments, and, with the pencil provided in the compartment, place a cross on the right-hand side, opposite the name of each candidate for whom he votes, thus X.

The voter will then fold up the ballot paper so as to show the official mark on the back, and leaving the compartment will, without showing the front of the paper to any person, show the official mark on the back to the presiding officer, and then, in the presence of the presiding officer, put the paper into the ballot box and forthwith quit the polling station.

If the voter inadvertently spoils a ballot paper, he can return it to the officer, who will, if satisfied of such inadvertence, give him another paper.

If the voter votes for more than _____ candidates, or places any mark on the paper by which he may be afterwards identified, his ballot paper will be void, and will not be counted.

If the voter takes a ballot paper out of the polling station or deposits in the ballot box any other paper than the one given him by the officer, he will be guilty of a misdemeanour, and be subject to imprisonment for any term not exceeding six months, with or without hard labour.

Note.—These directions shall be illustrated by examples of the ballot paper.

Form of Statutory Declaration of Secrecy.

I solemnly promise and declare, That I will not at this election of guardians for the parish of _____ [or united parishes of _____ or _____ ward of the parish of _____], do anything forbidden by section four of the Ballot Act, 1872, which has been read to me.

Note.—This section must be read to the declarant by the person taking the declaration. One declaration may be made by the returning officer in respect of all the parishes for which he is returning officer.

Form of Declaration of inability to read.

_____, being numbered _____ on the register of parochial electors for the parish of _____, do hereby declare that I am unable to read.

A. B., _____ his mark.

day of _____, 18 .

I, the undersigned, being the presiding officer for the polling station of the parish of _____ [or united parishes of _____ or _____ ward of the parish of _____], do hereby certify that the above declaration, having been first read to the above-named A. B., was signed by him in my presence with his mark.

Signed, C. D.,

Presiding officer for _____ polling station for the parish of _____ [or united parishes of _____ or _____ ward of the parish of _____]

day of _____, 18 .

Election of Guardians:—Outside London:—Adaptations. 39

Fourth Schedule.

SECTIONS 74 AND 75 OF THE MUNICIPAL CORPORATIONS ACT, 1882, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Offences in relation to Nomination Papers.

74.—(1.) If any person forges or fraudulently defaces or fraudulently destroys any nomination paper, or delivers to the returning officer any forged nomination paper, knowing it to be forged, he shall be guilty of a misdemeanour, and shall be liable to imprisonment for any term not exceeding six months, with or without hard labour.

(2.) An attempt to commit any such offence shall be punishable as the offence is punishable.

Neglect of Duty by Returning Officer or Deputy Returning Officer.

75.—(1.) If a person who has undertaken to act as returning officer, or deputy returning officer, at an election of guardians, neglects or refuses to conduct or declare the election in manner provided by the Local Government Act, 1894, and the Guardians (Outside London) Election Order, 1898, he shall for every such offence be liable to a fine not exceeding one hundred pounds recoverable by action.

(2.) An action under this section shall not lie after three months from the neglect or refusal.

Fifth Schedule.

PROVISIONS OF THE MUNICIPAL CORPORATIONS ACT, 1882, WITH RESPECT TO THE ACCEPTANCE OF OFFICE, RE-ELIGIBILITY OF HOLDERS OF OFFICE, AND FILLING OF CASUAL VACANCIES, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Obligation to accept Office or pay Fine.

34. (1.) Every qualified person elected or deemed to be re-elected to the office of guardian, unless exempt under this section or otherwise by law, either shall accept the office by making and subscribing the declaration required by this act within one month after notice of being elected or deemed to be re-elected, or shall, in lieu thereof, be liable to pay to the board of guardians a fine of such amount, not exceeding fifty pounds, as the guardians by regulations determine, and such fine shall be placed to the credit of the parish for which the person was elected.

(2.) If there are no regulations determining fines the fine shall be twenty pounds.

(3.) The persons exempt under this section are—

Any person disabled by lunacy or imbecility of mind, or by deafness, blindness, or other permanent infirmity of body, and any person who, having within five years before the day of election served the office of guardian for the parish or other area, claims exemption within ten days after notice of election or of being declared to be deemed to be re-elected.

(4.) A fine payable under this section shall be recoverable summarily.

(5.) If a person is either elected or deemed to be re-elected guardian in more than one parish or other area in the poor law union for which the election is held, he shall not accept office in respect of more than one of such areas, and if he accepts office or pays the fine for non-acceptance of office in respect of one of such areas he shall not be liable to a fine for non-acceptance of office in respect of any other of such areas.

(6.) Any person who has been nominated and elected without his consent to his nomination being previously obtained shall not be liable to a fine under this section.

Declaration on Acceptance of Office.

35. A person elected or deemed to be re-elected to the office of guardian shall not, until he has made and subscribed before two guardians of the poor law union, or the clerk to the guardians of the union, or, if he is absent from the United Kingdom, before a British Consul, a declaration in the following form or in a form to the like effect, act in the office except in administering that declaration :—

FORM OF DECLARATION ON ACCEPTANCE OF OFFICE.

I, *A.B.*, having been elected [*or being deemed to be re-elected*] guardian for the Poor Law Union of _____ in respect of the parish of _____ [*or of the united parishes of _____ and _____, or of the ward of the parish of _____*], hereby declare that I take the said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgment and ability.

Dated this _____ day of _____, 18 ____.

This declaration was made and subscribed before us*

Guardians of the above-named }
union.

* If the declaration is made and subscribed before the clerk or a consul, adapt form accordingly.

Power to receive Declaration.

239.—(1.) Members of the board of guardians or the clerk or a British Consul shall have authority to receive the declaration required to be made by a guardian without any commission or authority other than this Act.

(2.) The declaration, if made before a British Consul, shall be forthwith sent to the clerk to the guardians.

Penalty on acting in office without making Declaration.

41. If any person acts in the office of guardian without having made the declaration by this Act required, he shall for each offence be liable to a fine not exceeding twenty pounds, recoverable by action.

Re-eligibility of Office-holders.

37. A person ceasing to hold the office of guardian shall, unless disqualified to hold the office, be re-eligible.

Filling of Casual Vacancies.

40.—(1.) On a casual vacancy in the office of guardian, an election shall be held in accordance with the Guardians (Outside London) Election Order, 1898; and the person elected shall hold the office until the time when the person in whose place he is elected would regularly have gone out of office, and he shall then go out of office.

(2.) In case of more than one casual vacancy in the office of guardian being filled at the same election, not being the ordinary election, the guardian elected by the smallest number of votes shall be deemed to be elected in the place of him who would regularly have first gone out of office, and the guardian elected by the next smallest number of votes shall be deemed to be elected in the place of him who would regularly have next gone out of office, and so with respect to the others; and if there has not been a contested election, or if any doubt arises, the order of rotation shall be determined by the board of guardians,

(3.) Non-acceptance of office by a person elected or deemed to be re-elected creates a casual vacancy.

Time for filling Casual Vacancies.

66.—(1.) On a casual vacancy in the office of guardian, the election shall be held within one month after notice in writing of the vacancy has been given to the chairman of the board of guardians or to the clerk by two guardians.

(3.) The day of election shall be fixed by the clerk to the guardians.

(4.) Nothing in this Act shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election.

Given under the Seal of Office of the Local Government Board, this First day of January, in the year One thousand eight hundred and ninety-eight.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

THE GUARDIANS (LONDON) ELECTION ORDER, 1898. DATED
JANUARY 21, 1898.

1898. No. 15.

To the County Council of the Administrative County of London ;—

To the Board of Guardians of every Poor Law Union wholly situate within the said County ;—

To the Clerk to the Guardians of every such Poor Law Union as aforesaid ;—

And to all others whom it may concern.

Whereas by Section 20 of the Local Government Act, 1894,* which is included in Part II. of that Act, it is, amongst other things, enacted as follows :—

“ 20. As from the appointed day the following provisions shall apply to boards of guardians :—

* * * * *

“(2.) A person shall not be qualified to be elected or to be a guardian for a poor law union unless he is a parochial elector of some parish within the union, or has during the whole of the twelve months preceding the election resided in the union, * * * and no person shall be disqualified by sex or marriage for being elected or being a guardian. So much of any enactment, whether in a public general or local and personal Act, as relates to the qualification of a guardian shall be repealed :

* 56.& 57 Vict. c. 73.

- “(3.) The parochial electors of a parish shall be the electors of the guardians for the parish, and, if the parish is divided into wards for the election of guardians, the electors of the guardians for each ward shall be such of the parochial electors as are registered in respect of qualifications within the ward :
- “(4.) Each elector may give one vote and no more for each of any number of persons not exceeding the number to be elected :
- “(5.) The election shall, subject to the provisions of this Act, be conducted according to rules framed under this Act by the Local Government Board.”

And whereas by Section 30 of the said Act, which is included in Part II. thereof, it is enacted as follows :—

“ 30. The provisions of this Part of this Act respecting guardians shall apply to the Administrative County of London. * * * ”

And whereas by Section 48 of the said Act it is, amongst other things, enacted as follows :—

“ 48.—(2.) Rules framed under this Act by the Local Government Board in relation to elections shall, notwithstanding anything in any other Act, have effect as if enacted in this Act, and shall provide amongst other things,—

- “(i.) for every candidate being nominated in writing by two parochial electors as proposer and seconder and no more ;
- “(ii.) for preventing an elector at an election for a union or for a district not a borough from subscribing a nomination paper or voting in more than one parish or other area in the union or district ;
- * * * * *
- “(iv.) for fixing or enabling the county council to fix the day of the poll and the hours during which the poll is to be kept open, so, however, that the poll shall always be open between the hours of six and eight in the evening ;
- * * * * *
- “(vi.) for the appointment of returning officers for the elections.”

“(3.) At every election regulated by rules framed under this Act, the poll shall be taken by ballot, and the Ballot Act, 1872,* and the Municipal Elections

* 35 & 36 Vict. c. 32.

(Corrupt and Illegal Practices) Act, 1884,* and sections seventy-four and seventy-five and Part IV. of the Municipal Corporations Act, 1882,† as amended by the last-mentioned Act (including the penal provisions of those Acts) shall, subject to adaptations, alterations, and exceptions made by such rules, apply in like manner as in the case of a municipal election. Provided that—

“(a) section six of the Ballot Act, 1872, shall apply in the case of such elections, and the returning officer may, in addition to using the schools and public rooms therein referred to free of charge, for taking the poll, use the same, free of charge, for hearing objections to nomination papers and for counting votes ; and

“(b) section thirty-seven of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, shall apply as if the election were an election mentioned in the First Schedule to that Act.

“(4.) The provisions of the Municipal Corporations Act, 1882, and the enactments amending the same, with respect to the expenses of elections of councillors of a borough, and to the acceptance of office, * * * re-eligibility of holders of office, and the filling of casual vacancies, and section fifty-six of that Act shall, subject to the adaptations, alterations, and exceptions made by the said rules, apply in the case of guardians. * * *

Provided that—

* * * * *

“(b) nothing in the enactments applied by this section shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election ; and

“(c) the rules may provide for the incidence of the charge for the expenses of the elections of guardians being the same as heretofore.”

And whereas by the Guardians (London) Casual Vacancies Election Order, 1895,‡ we prescribed Rules for every Election to be held to fill a casual vacancy in the office of guardian in any parish in the administrative county of London :

Now therefore, We, the Local Government Board, in pursuance of the powers given to Us in that behalf, do hereby

* 47 & 48 Vict. c. 70.

† 45 & 46 Vict. c. 50.

‡ Printed in Statutory Rules and Orders, 1895, pp. 408-411.

rescind the said Guardians (London) Casual Vacancies Election Order, 1895 ;*

And We do hereby Order that, subject to any directions which may be given by Us, and until We otherwise Order, the following rules shall apply to, and shall be observed in connexion with, elections of guardians as hereinafter set forth ; that is to say,—

- (a) the election held in any year to fill any ordinary vacancies in the guardians for any parish in the administrative county of London, except the hamlet of Penge ;
- (b) the first election of any additional guardian for any such parish or parishes ; and
- (c) every election which may be held to fill a casual vacancy in the office of guardian in any such parish.

Returning Officer.

1.—(1.) The clerk to the guardians of the poor law union in which the parish is situate or with which it is co-extensive shall be the returning officer.

(2.) If the clerk is unwilling to act as returning officer, or if the office of clerk is vacant at the time when any duty relative to the election has to be performed by the returning officer or if the clerk from illness or other sufficient cause is unable to perform such duty, the guardians shall appoint some other person to act as returning officer or to perform such of the duties of the returning officer as then remain to be performed, as the case may be.

(3.) The returning officer shall appoint some place within the union or in the neighbourhood thereof as an office for the purpose of the election.

(4.) The returning officer may, in writing, appoint one or more fit persons to be his deputy or deputies for all or any of the purposes relating to the election of guardians, and shall appoint such a deputy in the case and for the purposes mentioned in Rule 19 (1) of this Order. A deputy returning officer shall have all the powers, duties, and liabilities of the returning officer in relation to the matters in respect of which he is deputy.

Day of Election.

2. The day of the election of guardians in the parish shall be that prescribed or defined for the purpose by the first schedule to this Order.

Notice of Election.

3. Not later than the day prescribed for that purpose by the first schedule to this Order, the returning officer shall prepare and sign a notice of the election of guardians in the parish or parishes in the Poor Law union for which an election

* Printed in Statutory Rules and Orders, 1895, pp. 408-411.

is to be held, and shall cause public notice to be given of the same in accordance with Rule 29 of this Order in each such parish. The notice shall be in the Form No. 1 in the second schedule to this Order, or in a form to the like effect.

Nomination of Candidates.

4.—(1.) Each candidate for election as a guardian shall be nominated in writing.

(2.) The nomination paper shall state the name of the parish or other area for which the candidate is nominated, the surname and other name or names in full of the candidate, and his place of abode and description, and whether he is qualified as a parochial elector of some parish within the Poor Law Union, or by having during the whole of the twelve months preceding the election resided in the union. It shall be signed by two parochial electors of the parish or other area, as proposer and seconder, and no more, and shall state their respective places of abode. It shall be in the Form No. 2 in the second schedule to this Order, or in a form to the like effect.

(3.) The name of more than one candidate shall not be inserted in any one nomination paper.

(4.) A parochial elector shall not sign more nomination papers than there are guardians to be elected for the parish or other area in the Poor Law union for which the election is to be held. He shall not sign a nomination paper for any parish or other area unless he is registered as a parochial elector in respect of a qualification therein. Neither shall he sign nomination papers for more than one parish or other area in the union.

(5.) If any parochial elector shall sign nomination papers for more than one parish or other area in the union, or shall sign a number of nomination papers larger than the number of guardians to be elected for the parish or other area, such of the nomination papers signed by him as relate to the first parish or other area for which a nomination paper signed by him is received by the returning officer shall alone be valid, and of the nomination papers signed by him which relate to that parish or other area such as are first received by the returning officer up to the number of guardians to be so elected shall alone be valid. Provided that, for the purposes of this paragraph, nomination papers not properly filled up and signed shall be excluded.

Nomination Papers to be provided

5. The returning officer shall provide nomination papers, and any parochial elector may obtain nomination papers from him free of charge.

Time for sending in Nomination Papers.

6. Every nomination paper shall be sent to the returning officer so that it shall be received at his office within the time

prescribed for that purpose by the first schedule to this Order. A nomination paper received after that time shall not be valid. The returning officer shall note on each nomination paper whether it was received before or after that time.

Dealing with Nominations by Returning Officer.

7.—(1.) The returning officer shall number the nomination papers in the order in which they are received by him; and the first valid nomination paper received for a candidate shall be deemed to be the nomination of that candidate.

(2.) The returning officer shall, as soon as practicable after the receipt of any nomination paper, examine the same, and decide whether it has or has not been properly filled up and signed by two parochial electors of the parish or other area, and whether it is or is not invalid under Rule 4 (5) or Rule 6. His decision that a nomination paper has been so filled up and signed and is not invalid as aforesaid shall be final, and shall not be questioned in any proceeding whatever.

(3.) If the returning officer shall decide that a nomination paper is invalid, he shall put a note on it to this effect, stating the grounds of his decision, and he shall sign such note.

(4.) After deciding that the nomination of any candidate is valid, or (except where a nomination of any candidate has been decided to be valid) that a nomination paper for the candidate is invalid, the returning officer shall, not later than the day prescribed for that purpose by the first schedule to this Order, send, by post or otherwise, notice of his decision to the candidate.

Statement as to Persons nominated.

8. Not later than the day prescribed for that purpose by the first schedule to this Order, the returning officer shall make out a statement in the Form No. 3 in the second schedule to this Order, or in a form to the like effect, containing the names, places of abode, and descriptions of the persons nominated as guardians for the parish or the several parishes in the Poor Law union for which an election is to be held, and also containing a notice of his decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not. He shall forthwith cause a copy thereof to be suspended in the board room of the guardians, and another to be affixed on or near to the external gate or door of the building in which the board room of the guardians is comprised.

Withdrawal of Candidate.

9. Any candidate may withdraw his candidature by delivering or causing to be delivered at the office of the returning officer, within the time prescribed for that purpose by the first schedule to this Order, a notice in writing of such withdrawal, signed by him.

Relation of Nomination to Election.

10. Section 56 of the Municipal Corporations Act, 1882, shall be altered and adapted in its application to the election of guardians in the parish so as to provide as follows:—

- (1.) If the number of candidates who receive valid nominations and who do not withdraw their candidature under Rule 9 exceeds that of the persons to be elected as guardians, the guardians shall be elected from amongst the persons nominated.
- (2.) If the number of valid nominations does not exceed the number of guardians to be elected, or if by the withdrawal of any candidates as provided by Rule 9 the number of candidates for the parish is reduced to a number not exceeding the number to be elected, or if the number of candidates is otherwise so reduced, the returning officer shall, as early as practicable, give public notice in the parish in accordance with Rule 29 of this Order to the effect that no poll will be taken, and that the candidates, or the remaining candidates, as the case may be, will be declared to be elected; and also, in the case of the ordinary election, if the number of such candidates is less than the number of guardians to be elected, that such of the retiring guardians for the parish as were highest on the poll at their election, or, if the poll was equal or there was no poll, as shall have been selected for that purpose by the returning officer by lot to make up the required number, will be declared to be deemed to be re-elected.
- (3.) If there is no valid nomination, the returning officer shall, as early as practicable, give public notice in the parish in accordance with Rule 29 of this Order that no poll will be taken, and, in the case of the ordinary election, that the retiring guardians will be declared to be deemed to be re-elected.
- (4.) The returning officer shall forthwith send, by post or otherwise, a copy of any notice under this rule to each of the persons who will be declared to be elected or to be deemed to be re-elected.
- (5.) The notice shall be in the Form No. 4 or the Form No. 5, as the case may be, in the second schedule to this Order, or in a form to the like effect.

Day and Hours of Poll.

11. The poll, if any, shall be held on the day of election as prescribed or defined by the first schedule to this Order, and the hours during which the poll shall be open shall be such as shall be fixed by the London County Council by any general or special Order, or, if no such Order shall be in force in the parish, then such hours as were applicable at the

last ordinary election of guardians; so, however, that the poll shall always be open between the hours of six and eight in the evening.

Polling Districts.

12.—(1.) The returning officer may, if he thinks fit, divide the parish into polling districts for the election of guardians, but each district shall consist of an area for which a separate list of parochial electors will be available.

(2.) If the parish is divided into polling districts, each parochial elector shall give his vote in the polling district in which the property in respect of which he is entitled to vote is situate, and if it is situate in more than one polling district, he may vote in any one (but in one only) of the polling districts in which it is situate.

Polling Places and Stations.

13. The returning officer shall determine the number and situation of the polling places and polling stations.

Provided as follows:—

- (a.) No premises licensed for the sale of intoxicating liquor shall be used for a polling station;
- (b.) Where the number of parochial electors in the parish, or (if the parish is divided into polling districts) in any polling district, is not more than seven hundred only one polling station shall, unless the London County Council otherwise direct, be provided for the parish or polling district; and so on for each additional seven hundred parochial electors, or for any less number of parochial electors over and above the last seven hundred.

Notice of Poll.

14.—(1.) If a poll has to be taken, the returning officer shall, within the time prescribed for that purpose by the first schedule to this Order, give public notice thereof in accordance with Rule 29 of this Order. The notice shall specify—

- (a) the day and hours fixed for the poll;
- (b) the number of guardians to be elected for the parish;
- (c) the names, place of abode, and description of each candidate for the parish whom he has decided to be nominated by a valid nomination paper, and who has not withdrawn his candidature;
- (d) the names of the proposer and seconder who signed the nomination paper of each candidate;
- (e) a description of the polling districts, if any; and
- (f) the situation and allotment of the polling places and polling stations, and the description of the persons entitled to vote thereat.

(2.) The notice shall be in the Form No. 6 in the second schedule to this Order, or in a form to the like effect.

Presiding Officers.

15. The returning officer, or some person appointed by him for the purpose, shall preside at each polling station. The person presiding at any polling station shall be called the presiding officer.

Compartments of Polling Stations.—Ballot Papers.

16. The returning officer shall furnish every polling station with a sufficient number of compartments in which the voters can mark their votes screened from observation, and shall furnish each presiding officer with such number of ballot papers as may be necessary for effectually taking the poll at the election.

Polling Agents.

17. If there are only two candidates, each of them may, in writing, appoint a polling agent for each polling station, who may be paid or unpaid. If there are more than two candidates, any number of them, being not less than one-third of the whole number of candidates, may, in writing, appoint one polling agent for each polling station, who may be paid or unpaid. Any such appointment shall be delivered at the office of the returning officer not less than two clear days before the day of the poll. Except as aforesaid, no polling agent, whether paid or unpaid, shall be appointed for the purposes of the election.

Prohibition of Voting in more than one Parish.—Questions to Elector.

18.—(1.) An elector shall not vote in more than one parish in the Poor Law union.

(2.) The presiding officer may, and if required by any parochial elector of the parish or any polling agent appointed under Rule 17 shall, put to any elector at the time of his applying for a ballot paper, but not afterwards, the following questions, or one of them, and no other :—

(a.) Are you the person entered in the parochial register for this parish [or ward] as follows [read the whole entry from the register] ?

(b.) Have you already voted at the present election of guardians in this or any other parish or ward in the union ?

(3.) A person required to answer either of these questions shall not receive a ballot paper or be permitted to vote until he has answered it.

Counting the Votes.

19.—(1.) If the returning officer does not himself count the votes he shall appoint some person to act as deputy returning officer for the parish as regards the custody and opening of the ballot boxes, the counting and recording of the votes, and the declaration of the number of votes given for each candi-

date, and of the election of the candidate or candidates to whom the largest number of votes has been given. The person so appointed shall, in addition to his other powers and duties, have all the powers and duties of the returning officer in relation to the matters aforesaid, and to the decision of any question as to any ballot paper and otherwise as to the ballot papers. The returning officer himself, except with the consent of the London County Council, shall only count the votes in one parish which is not divided into wards, or in not more than two wards of a parish which is divided into wards.

(2.) The votes for each parish shall be counted as soon as practicable after the close of the poll.

Equality of Votes.

20. If an equality of votes is found to exist between any candidates, and the addition of a vote would entitle any of such candidates to be declared elected, the returning officer or deputy returning officer who counts the votes may, if a parochial elector of the parish, give such additional vote in writing, but shall not otherwise be entitled to vote at the election. If in such a case the returning officer, or deputy returning officer, as the case may be, is not a parochial elector of the parish, or is unwilling to vote, he shall determine by lot which of the candidates whose votes are equal shall be elected.

Declaration of Result of Poll.

21.—(1.) The declaration of the result of the poll shall be in the Form No. 7 in the second schedule to this Order, or in a form to the like effect.

(2.) The returning officer or deputy returning officer, as the case may be, making the declaration shall forthwith cause a copy of it to be affixed on the front of the building in which the votes have been counted. If the declaration is made by a deputy returning officer, he shall forthwith send it to the returning officer.

Publication of Result of Elections.

22.—(1.) The returning officer shall prepare and sign a notice of the result of the elections in all the parishes in the Poor Law union for which elections are held, and shall by such notice declare to be elected or to be deemed to be re-elected the persons who, under Rule 10, are to be declared to be elected or to be deemed to be re-elected without a poll being taken. The notice shall be in the Form No. 8 in the second schedule to this Order, or in a form to the like effect.

(2.) The returning officer shall cause a copy of the notice to be suspended in the board room of the guardians, and he shall also cause public notice thereof to be given in accordance with Rule 29 of this Order. The returning officer shall also send copies of the notice to the persons elected or deemed to be re-elected.

*Application and Adaptation of Ballot Act, 1872.**

23. The provisions of the Ballot Act, 1872, which, with adaptations and alterations, are set out in the third schedule to this Order, and only such provisions of that Act, shall, subject to such adaptations and alterations and to the provisions of this Order, apply to the election of guardians in like manner as in the case of a municipal election.

Adaptation of Municipal Corporations Act, 1882.†

24.—(1.) The provisions of Sections 74 and 75 of the Municipal Corporations Act, 1882, which, with adaptations and alterations, are set out in the fourth schedule to this Order, and such of the provisions of that Act as relate to the acceptance of office, re-eligibility of holders of office, and filling of casual vacancies, and are, with adaptations and alterations, set out in the fifth schedule to this Order, shall, subject to such adaptations and alterations, apply to the election of guardians and to the persons elected or deemed to be re-elected thereat.

(2.) In the application of Part IV. of the Municipal Corporations Act, 1882 (relating to Corrupt Practices and Election Petitions), as amended by the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect :—

(a.) Such application shall be subject to the provisions of this Order.

(b.) References to the election of guardians shall be substituted for references to a municipal election or to an election to a corporate office. "Parish or united parishes" and in Section 93 (2) "Poor Law union" shall be substituted for "borough," "poor rate of the parish or poor rates of the united parishes" shall be substituted for "borough fund or borough rate," "returning officer" shall be substituted for "town clerk," and "voter" shall mean "a parochial elector or a person who votes or claims to vote at an election of guardians."

(c.) In the application of sub-section (2) of Section 89 such sub-section shall be adapted and altered so as to read as follows :—

"(2) The security shall be to the amount of fifty pounds, unless in any case the High Court or a judge thereof, on summons, order that the same shall be a lesser amount, or to a larger amount not exceeding three hundred pounds, and shall be given in the prescribed manner either by a deposit of money or by recognizance entered into by not more than four sureties, or partly in one way and partly in the other."

* 35 & 36 Vict. c. 38.

† 45 & 46 Vict. c. 50.

*Adaptation of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884.**

25. In the application of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:—

- (1.) Such application shall be subject to the provisions of this Order.
- (2.) The expressions "parish or united parishes," "returning officer at election of guardians," and "poor rate of the parish or poor rates of the united parishes," shall be deemed to be substituted in the Act for "borough," "town clerk," and "borough fund or rate," respectively.
- (3.) The expression "corporate office" in the Act shall mean "the office of guardian," and "a municipal election" shall mean "an election of one or more guardians"; and the expressions "municipal election court," "municipal election list," and "municipal election petition" shall be construed accordingly.
- (4.) So much of Section 13 of the Act as permits one polling agent to be employed in each polling station shall not apply, except so far as the employment of polling agents is permitted by Rule 17 of this Order.
- (5.) An election petition complaining of the election on the ground of an illegal practice may be presented at any time within six weeks after the day of election.
- (6.) A petition relating to the election of a guardian for a parish may be tried at any place within the Poor Law union in which the parish is situate.
- (7.) In Section 34 of the Act "burgess roll" shall mean "register of parochial electors."
- (8.) Section 37 of the Act shall be read as if a reference to an election of guardians was substituted for a reference to any of the elections mentioned in the first schedule to the Act.

Expenses.

26.—(1.) Any sum which may be payable to the returning officer in respect of his services in taking a poll in the parish, or in respect of expenses incurred in relation to such poll, shall be defrayed by the guardians of the Poor Law union, and shall be charged to the parish in their accounts.

(2.) Any other sum which may be payable to the returning officer in respect of his services in the conduct of the election, or in respect of expenses incurred in relation to the election, shall be defrayed by the guardians, and shall be charged—

(a) in the case of the ordinary election, to the parish, or

if the parish is included in a union, to the common fund of the union ;

- (b) in the case of the first election of any additional guardians, or of an election to fill a casual vacancy, to the parish, except that where any such sum shall be payable in respect of two or more parishes in a union the same shall be apportioned between them according to the number of parochial electors registered in such parishes respectively.

Wards.

27. If the parish is divided into wards for the election of guardians, the rules of this Order shall apply to each of such wards as if it were a parish.

Provided as follows :—

- (a.) If the parish is so divided, an elector shall not be permitted to vote in more than one ward.
 (b.) Any sum which, in pursuance of this rule and of Rule 26, would be charged to any ward shall be charged to the parish in which the ward is situate.

United Parishes.

28.—(1.) If the parish is united with any other parish for the election of guardians, the rules in this Order shall, subject as hereinafter mentioned, apply to such parishes as if such parishes formed the parish.

(2.) In the case of any such united parishes the questions which under Rule 18 the presiding officer may, and if required by any parochial elector or by any polling agent appoint under Rule 17 shall, put to any elector shall be as follows :—

- (a.) Are you the person entered in the parochial register for one of the united parishes, viz., the parish of _____, as follows [*read the whole entry from the register*] ?
 (b.) Have you already voted at the present election of guardians in either of the united parishes of _____ and _____, or in any other parish or ward in the _____ union ?

(3.) Any sum which, in pursuance of this rule and of Rule 26, would be charged to the united parishes shall be divided between them in proportion to the number of parochial electors registered in such parishes respectively.

Publication of Notices.

29. Any public notice required by this Order shall be given by posting the same on or near the principal door of each church and chapel in the parish, and in some conspicuous place or places within the parish.

Mark instead of Signature.

30. In place of any signature required by this Order, it shall be sufficient for the signatory to affix his mark, if the same is witnessed by two parochial electors.

Misnomer.—Inaccurate Descriptions.

31. No misnomer or inaccurate description of any person or place named in any notice or nomination paper under this Order shall hinder the full operation of such notice or paper with respect to that person or place, provided the description of that person or place is such as to be commonly understood.

Definition of "Ordinary Election."

32. In this Order the expression "Ordinary Election" means the election held in any year to fill ordinary vacancies in the guardians for the parish, and includes any first election of additional guardians for the parish which can be held at the time of the election to fill such ordinary vacancies.

Adaptation of Forms to Elections to fill Casual Vacancies.

33. In the case of an election to fill a casual vacancy, such modifications as may be necessary shall be made in the forms contained in the second schedule to this Order.

This Order may be cited as the "Guardians (London) Election Order, 1898."

First Schedule.

a.—TIMES FOR THE PROCEEDINGS AT THE ORDINARY ELECTION OF
GUARDIANS IN ANY YEAR.

Proceeding.	Time.
1. Notice of Election - - -	Not later than the second Friday in March, or, if the first Monday in April is Easter Monday, the first Friday in March.
2. Receipt of Nomination Papers -	Not later than twelve o'clock at noon on the following Thursday.
3. Sending notice of decision as to validity of Nomination Papers.	Not later than the following Friday.
4. Making out Statement as to persons nominated.	Not later than the following Saturday.
5. Withdrawal of Candidates -	Not later than twelve o'clock at noon on the following Tuesday.
6. Notice of Poll - - -	Five clear days at least before day of Election.
7. Day of Election - - -	The first Monday in April, or, if that is Easter Monday, the last Monday in March; or, in either case, such other day not being earlier than the preceding Saturday, or later than the following Wednesday, as may for special reasons be fixed by the London County Council.

Election of Guardians :—London :—Time Table. 55

5.—TIMES FOR THE PROCEEDINGS AT THE FIRST ELECTION OF ANY ADDITIONAL GUARDIANS, IF NOT HELD AT THE TIME OF THE ORDINARY ELECTION, OR AT ELECTIONS TO FILL CASUAL VACANCIES.

Proceeding.	Time.
1. Notice of Election - - -	Not later than fourteen days before the day of Election.
2. Receipt of Nomination Papers -	Not later than twelve o'clock at noon on the fourth day after the day on which the Notice of Election was given.
3. Sending notice of decision as to validity of Nomination Papers - - -	Not later than the day after the last day for the receipt of Nomination Papers.
4. Making out Statement as to persons nominated - - -	
5. Withdrawal of Candidates - - -	Not later than twelve o'clock at noon on the fourth day after the last day for the receipt of Nomination Papers.
6. Notice of Poll - - -	Five clear days at least before day of Election.
7. Day of Election - - -	In the case of First Election of additional Guardians :— Such day as may be fixed by the Returning Officer, but so that, subject to any special provision in the Order assigning any additional Guardians, it shall not be later than six weeks from the date when such Order comes into operation. In the case of Elections to fill Casual Vacancies :— Such day as may be fixed by the Clerk to the Guardians, in pursuance of Section 66 of the Municipal Corporations Act, 1882, as altered and adapted by the Fifth Schedule to this Order.

Second Schedule.

NOTE.—If the election is an election to fill a casual vacancy, such modifications as may be necessary should be made in the forms in this Schedule (Rule 33).

FORM NO. 1.

Notice of Election.

Union.

Election of Guardians

for the several parishes, united parishes and wards of parishes [as the case may be] situate in the above-named union in the year 18 .

NOTICE IS HEREBY GIVEN THAT—

* If the day of election is not the same for all the parishes, united parishes and wards, adapt form accordingly.

1.* The day of election of guardians for the said parishes, united parishes and wards of parishes [*as the case may be*] will be the day of 18 .

† Insert here the names of the parishes, united parishes and wards of parishes, with the number of guardians to be elected for each. A tabular form may be used if preferred.

2. The number of guardians to be elected for the said parishes, united parishes and wards [*as the case may be*] is as followst :—

3. Each candidate for election as a guardian must be nominated in writing in the form prescribed by the Guardians (London) Election Order, 1898, or in a form to the like effect, and the nomination paper must be sent to me so that it shall be received at (which is my office for the purpose of the election) not later than twelve o'clock at noon on , the day of 18 .

4. A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish or united parishes or ward [*as the case may be*], and he must not sign a nomination paper for any parish or united parishes or ward unless he is registered as a parochial elector in respect of a qualification therein. Nor must he sign nomination papers for more than one parish or group of united parishes or wards in the union.

5. Forms of nomination paper may be obtained free of charge from me at the above-named office.

6. Not later than , the day of 18 , I shall cause a copy of a statement containing the names, places of abode, and descriptions of the persons nominated for the office of guardian for the said parishes [united parishes and wards], and also containing a notice of my decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not, to be suspended in the board room of the guardians of the union in which the said parishes [united parishes and wards] are situate, and another to be affixed on or near to the principal external gate or door of the building in which the board room of the Guardians is comprised.

7. Any candidate nominated for election may, not later than twelve o'clock at noon on , the day of 18 , withdraw his candidature by delivering or causing to be delivered at my office for the purpose of the election a notice in writing of such withdrawal signed by him.

‡ If the day of election is not the same for all the parishes, united parishes and wards, adapt form accordingly.

8.† If the number of candidates who are validly nominated for any parish [united parishes or ward], and whose candidature is not withdrawn, exceeds that of the persons to be elected, a poll will be taken on the day of , 18 , of which due notice will be given.

Dated this day of , 18 .

Returning Officer.

Office for purpose of election.

FORM NO. 2.

Nomination Paper.

Union

Election of Guardians
for the parish of _____, or for the _____ ward of the
of _____ parish of _____ in the year 18 ____.

We, the undersigned, being respectively parochial electors of the said parish [or united parishes or ward], do hereby nominate the under-mentioned person as a candidate at the said election.

Names of Candidate.		Place of Abode.	Description.	How qualified (specify qualification according to direction in Instruction 5).
Surname.	Other Names in full.			
1.	2.	3.	4.	5.

Signature of Proposer
Place of Abode
Signature of Seconder
Place of Abode

*Instructions for filling up Nomination Paper.**

* These instructions form part of the nomination paper.

1. The surname of only one candidate for election must be inserted in column 1.

2. The other names of the candidate must be inserted in full in column 2.

3. Insert in column 3 the place of abode of the candidate.

4. In column 4 state the occupation, if any, of the candidate. If the candidate has no occupation, insert some such description as "gentleman" or "married woman," or "spinster," or "widow," as the case may be.

5. If the candidate is a parochial elector of some parish within the union (that is, if his or her name is registered in the register of parochial electors of such parish) insert in column 5 "parochial elector of parish of _____."

If the candidate is not a parochial elector of some parish in the union, but he or she has, during the whole of the twelve months preceding the election resided in the union, insert in column 5 "residence." If the candidate has both of these qualifications, it will be sufficient to insert in column 5 one of his or her qualifications, but both may be inserted.

6.—(1). The paper must be signed by two parochial electors of the parish [or united parishes or ward], and no more; by one as proposer, and by the other as seconder. The places of abode of the proposer and seconder must also be inserted. Instead of signing, the proposer or seconder may affix his mark if it is witnessed by two parochial electors.

(2). A parochial elector must not sign more nomination papers than there are guardians to be elected for the parish [or united parishes or ward], and he must not sign a nomination paper for any parish [or united parishes or ward] unless he is registered as a parochial elector in respect of a qualification therein. Nor must he sign a nomination paper in more than one parish [or group of united parishes or ward] in the union.

FORM No. 3.

Statement as to Persons nominated.

Union.

The following is a statement as to the persons nominated for election as guardians for the several parishes, united parishes and wards of parishes [as the case may be] in the above-named union in the year 18 .

[illegible]

The candidates opposite whose names no entry is made in column 5 have been validly nominated.

Dated this day of 18

Returning Officer.

Office for purpose of election.

FORM No. 4.

Notice that no Poll will be taken.

Union.

Parish of [or ward of the parish of , or
united parishes of].

Whereas the following candidates have been duly nominated for election as guardians for the said parish [or ward or united parishes] :— [*Insert names, places of abode, and descriptions of candidates.*]

And whereas the number of those [or and whereas the said *[insert name or names]* has [or have] since withdrawn his [or their] candidature [or if some other event has occurred causing a person to cease to be a candidate, state what it is], and the number of the remaining candidates is [equal to or less than] the number of persons, namely,

to be elected as guardians for the said parish [or ward or united parishes].

I do hereby give notice that a poll will not be taken, and that the said [insert names] will be declared elected as guardians for the said parish [or ward or united parishes],* and also that [insert names] retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

Dated this day of 18 .

Returning Officer.

* If the number of candidates or remaining candidates is equal to the number to be elected or if the election is to fill a casual vacancy omit from * to the end of the sentence.

Election of Guardians :—London :—Forms 5, 6. 59

FORM No. 5.

Notice where no Candidates are nominated.

Union.

Parish of _____ [or _____ ward of the parish of _____, or united parishes of _____].

I do hereby give notice that no candidate has been duly nominated for election as a guardian for the said parish [or ward or united parishes],* and that [insert names] the retiring guardians for the said parish [or ward or united parishes] will be declared to be deemed to be re-elected.

* If the election is to fill a casual vacancy, omit from * to the end of the sentence.

Dated this _____ day of _____ 18 ____
Returning Officer.

FORM No. 6.

Notice of Poll.

Union.

Election of Guardians

for the above Union in the year 18 ____
Parish of _____ [or _____ ward of the parish of _____ or united parishes of _____].

NOTICE IS HEREBY GIVEN—

1. That a poll for the election of guardians for the above-named parish [or ward or united parishes] will be held on the _____ day of _____, 18 ____, between the hours of _____ and _____

2. That the number of guardians to be elected for the parish [or ward or united parishes] is _____

3. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows :—

Names of Candidate (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secondor (Surname first).

* Insert particulars as to each candidate for the parish or ward or united parishes whose nomination is valid, and who has not withdrawn his candidature.

4.†—(1.) That each elector must vote in the polling district in which the property in respect of which he votes is situate, and if it is situate in more than one polling district he may vote in any one (but in one only) of such polling districts.

2. The polling districts are as follows :—

5.‡ The situation and allotment of the polling places and polling stations and the description of the persons entitled to vote thereat are as follows :—

6. The poll will be taken by ballot and the colour of the ordinary ballot paper used in the election will be (insert colour).

Dated this _____ day of _____, 18 ____
Returning Officer or
Deputy Returning Officer.

Office for purpose of election.

† If the parish or ward or united parishes are not divided into polling districts for the purposes of the election, paragraph 4 should be omitted.

‡ If only one polling place or station, adapt form accordingly.

FORM No. 7.

Declaration of Result of Poll.

Union.

Election of Guardians

for the above union in the year 18 .

Parish of [or ward of the parish of
or united parishes of].

I, the undersigned, being the returning officer [or deputy returning officer duly authorised in that behalf] at the poll for the election of guardians for the said parish [or ward or united parishes] held on the day of 18 do hereby give notice that the number of votes recorded for each candidate at the election is as follows :—

Names of Candidates.		Places of Abode.	Number of Votes Recorded.
Surnames.	Other Names.		

And I do hereby declare that the said
are duly elected guardians for the said parish [or ward or
united parishes].

Dated this day of , 18 .

Returning Officer
or Deputy Returning Officer.

FORM No. 8.

Notice of Results of Elections.

Union.

Election of Guardians

for the above-named Union in the year 18 .

I, the undersigned, being the returning officer at the election of guardians for the said union, do hereby give notice that the candidates whose names are entered in column 6 of the statement hereunder, opposite to the names of parishes, wards, and united parishes in which polls have been taken, have been declared duly elected guardians ; and I hereby declare that the persons whose names are entered in the said column [or in column 7]* opposite to the names of parishes, wards, and united parishes where no polls have been taken were duly elected [or are to be deemed to be re-elected]* guardians for the same.

* If the election is a first election of additional guardians, or is to fill a casual vacancy, in modifying this form omit these words and column 7.

Parishes, Wards, and United Parishes.	Names of Candidates.		Places of Abode.	Number of Votes recorded.	Names of Candidates elected.	Names of retiring Guardians deemed to be re-elected.
	Surnames.	Other Names.				
1.	2.	3.	4.	5.	6.	7.

Dated this day of , 18 .

Returning Officer.

*Third Schedule.*PROVISIONS OF THE BALLOT ACT, 1872, AS ADAPTED AND ALTERED IN THEIR
APPLICATION TO THE ELECTION OF GUARDIANS.

PROCEDURE AT ELECTIONS OF GUARDIANS.

Poll at Elections.

2. The ballot of each voter shall consist of a paper (in this Act called a ballot paper) showing the names and description of the candidates. Each ballot paper shall have a number printed on the back, and shall have attached a counterfoil with the same number printed on the face. At the time of voting, the ballot paper shall be marked on both sides with an official mark, and delivered to the voter within the polling station, and the number of such voter on the register of voters shall be marked on the counterfoil, and the voter having secretly marked his vote on the paper, and folded it up so as to conceal his vote, shall place it in a closed box in the presence of the officer presiding at the polling station (in this Act called "the presiding officer") after having shown to him the official mark at the back.

If in the register of parochial electors for a parish, the same number is placed opposite to the name of more than one parochial elector, the returning officer shall put a distinguishing mark on each part of the register which contains numbers used in other parts of the register, and when the number of any voter on any part of the register is entered on the counterfoil of a ballot paper, the mark on that part shall also be entered thereon.

Any ballot paper which has not on its back the official mark, or on which votes are given to more candidates than the voter is entitled to vote for, or on which anything, except the said number on the back, is written or marked by which the voter can be identified, shall be void and not counted.

After the close of the poll the ballot box shall be sealed up, so as to prevent the introduction of additional ballot papers, and shall be taken charge of by the returning officer, and that officer shall, in the presence of such agents, if any, of the candidates as may be in attendance, open the ballot boxes, and ascertain the result of the poll by counting the votes given to each candidate, and shall forthwith declare to be elected the candidates or candidate to whom the majority of votes have been given. The decision of the returning officer as to any question arising in respect of any ballot paper shall be final, subject to reversal on petition questioning the election or return.

OFFENCES.

Offences in respect of Ballot Papers and Ballot Boxes.

3. Every person who—

- (1.) Forges or counterfeits, or fraudulently defaces, or fraudulently destroys any ballot paper, or the official mark on any ballot paper ; or
- (2.) Without due authority supplies any ballot paper to any person ; or
- (3.) Fraudulently puts into any ballot box any paper other than the ballot paper which he is authorised by law to put in ; or
- (4.) Fraudulently takes out of the polling station any ballot paper ; or
- (5.) Without due authority destroys, takes, opens, or otherwise interferes with any ballot box or packet of ballot papers then in use for the purposes of the election ;

shall be guilty of a misdemeanor, and be liable, if he is a returning officer or an officer or clerk in attendance at a polling station, to imprisonment for any

term not exceeding two years, with or without hard labour ; and if he is any other person, to imprisonment for any term not exceeding six months, with or without hard labour.

Any attempt to commit any offence specified in this section shall be punishable in the manner in which the offence itself is punishable.

In any indictment or other prosecution for an offence in relation to the ballot boxes, ballot papers, and marking instruments at an election, the property in such papers, boxes, and instruments may be stated to be in the returning officer at such election, as well as the property in the counterfoils.

Infringement of Secrecy.

4. Every officer, clerk, and agent in attendance at a polling station shall maintain and aid in maintaining the secrecy of the voting in such station, and shall not communicate, except for some purpose authorised by law, before the poll is closed, to any person any information as to the name or number on the register of parochial electors of any elector who has or has not applied for a ballot paper or voted at that station, or as to the official mark ; and no such officer, clerk or agent, and no person whosoever, shall interfere with or attempt to interfere with a voter when marking his vote, or otherwise attempt to obtain in the polling station information as to the candidate for whom any voter in such station is about to vote or has voted, or communicate at any time to any person any information obtained in a polling station as to the candidate for whom any voter in such station is about to vote or has voted, or as to the number on the back of the ballot paper given to any voter at such station. Every officer, clerk, agent, and person in attendance at the counting of the votes shall maintain and aid in maintaining the secrecy of the voting, and shall not attempt to ascertain at such counting the number on the back of any ballot paper, or communicate any information obtained at such counting as to the candidate for whom any vote is given in any particular ballot paper. No person shall directly or indirectly induce any voter to display his ballot paper after he has marked the same, so as to make known to any person the name of the candidate for or against whom he has so marked his vote.

Every person who acts in contravention of the provisions of this section shall be liable, on summary conviction before two justices of the peace, to imprisonment for any term not exceeding six months, with or without hard labour.

USE OF SCHOOL AND PUBLIC ROOM FOR POLL.

6. The returning officer at an election of guardians may use, free of charge, for the purpose of taking the poll or for counting the votes at such election, any room in a school receiving a grant out of moneys provided by Parliament, and any room the expense of maintaining which is payable out of any local rate, but he shall make good any damage done to such room, and defray any expense incurred by the person or body of persons, corporate or unincorporate, having control over the same on account of its being used for the purpose of taking the poll or for counting the votes as aforesaid.

The use of any room in an unoccupied house for taking the poll shall not render any person liable to be rated or to pay any rate for such house.

DUTIES OF RETURNING AND ELECTION OFFICERS.

General Powers and Duties of Returning Officer.

8. Subject to the provisions of this Act, every returning officer shall provide such nomination papers, polling stations, ballot boxes, ballot papers stamping instruments, copies of register of parochial electors, and other things, appoint and pay such officers, and do such other acts and things as may be necessary for effectually conducting the election.

Every deputy returning officer shall, in so far as he acts as returning officer, be deemed to be included in the term returning officer.

Keeping of Order in Station.

9. If any person misconducts himself in the polling station or fails to obey the lawful orders of the presiding officer, he may immediately, by order of the presiding officer, be removed from the polling station by any constable in or near that station, or any other person authorised in writing by the returning officer to remove him ; and the person so removed shall not, unless with the permission of the presiding officer, again be allowed to enter the polling station during the day.

Any person so removed as aforesaid, if charged with the commission in such station of any offence, may be kept in custody until he can be brought before a justice of the peace.

Provided that the powers conferred by this section shall not be exercised so as to prevent any elector who is otherwise entitled to vote at any polling station from having an opportunity of voting at such station.

Powers of Presiding Officer and Administration of Oaths, &c.

10. For the purpose of the adjournment of the poll, a presiding officer shall have the power by law belonging to a deputy returning officer in a parliamentary election ; and any presiding officer and any clerk appointed by the returning officer to attend at a polling station shall have the power of asking the questions and administering the oath authorised by law to be asked of and administered to voters, and any justice of the peace and any returning officer may take and receive any declaration authorised by this Act to be taken before him.

Liability of Officers for Misconduct.

11. Every returning officer, presiding officer, and clerk who is guilty of any wilful misfeasance or any wilful act or omission in contravention of this Act shall, in addition to any other penalty or liability to which he may be subject, forfeit to any person aggrieved by such misfeasance, act, or omission a penal sum not exceeding one hundred pounds.

No returning officer or officer appointed by him in connexion with the election of guardians for any parish, nor any partner or clerk of any such officer, shall act as agent for any candidate in the management or conduct of his election as a guardian. If any returning officer or officer appointed by him, or the partner or clerk of any such officer, shall so act he shall be guilty of a misdemeanour.

MISCELLANEOUS.

Prohibition of Disclosure of Vote.

12. No person who has voted at an election shall, in any legal proceeding to question the election or return, be required to state for whom he has voted.

Non-compliance with Rules.

13. No election shall be declared invalid by reason of a defect in the title or appointment of the returning officer or deputy returning officer, or of a non-compliance with the rules contained in the First Schedule to this Act or in the Guardians (London) Election Order, 1898, or any mistake in the use of the forms in the Second Schedule to this Act or in the said Order, if it appears to the tribunal having cognizance of the question that the election was conducted in accordance with the principles laid down in the body of this Act and of the Local Government Act, 1894, and that such non-compliance or mistake did not affect the result of the election.

PERSONATION.

Definition and Punishment of Personation.

24. The following enactments shall be made with respect to personation at an election of guardians :

It shall be the duty of the returning officer to institute a prosecution against any person whom he may believe to have been guilty of personation, or of aiding, abetting, counselling, or procuring the commission of the offence of personation by any person, at the election for which he is returning officer, and the costs and expenses of the prosecutor and the witnesses in such case, together with compensation for their trouble and loss of time, shall be allowed by the court in the same manner in which courts are empowered to allow the same in cases of felony.

Sections 86 to 89, both inclusive, of the Parliamentary Voters Registration Act, 1843,* shall apply to personation at an election of guardians in the same manner as they apply to a person who knowingly personates and falsely assumes to vote in the name of another person as mentioned in the said Act, but with the substitution of the words "any parochial elector or any agent appointed under the Guardians (London) Election Order, 1898," for "any such agent so appointed as aforesaid," or for any reference to any such agent, and of "the presiding officer" for "the returning officer or his respective deputy."

EFFECT OF SCHEDULES.

28. The Schedules to this Act, and the notes thereto, and directions therein shall be construed and have effect as part of this Act.

SCHEDULES TO ACT.

First Schedule to Act.

RULES FOR ELECTIONS OF GUARDIANS.

The Poll.

15. At every polling place the returning officer shall, subject to the provisions of the Guardians (London) Election Order, 1898, provide a sufficient number of polling stations for the accommodation of the electors entitled to vote at such polling places, and shall distribute the polling stations amongst those electors in such manner as he thinks most convenient.

17. A separate room or separate booth may contain a separate polling station, or several polling stations may be constructed in the same room or booth.

18. No person shall be admitted to vote at any polling station except the one allotted to him.

20. The returning officer shall provide each polling station with materials for voters to mark the ballot papers, with instruments for stamping thereon the official mark, and with copies of the register of voters, or such part thereof as contains the names of the voters allotted to vote at such station. He shall keep the official mark secret.

21. The presiding officer appointed to preside at each station shall keep order at his station, shall regulate the number of electors to be admitted at a time, and shall exclude all other persons except the clerks, the agents of the candidates, and the constables on duty.

* 6 & 7 Vict. c. 18.

22. Every ballot paper shall contain a list of the candidates described as in their respective nomination papers, and arranged alphabetically in the order of their surnames, and (if there are two or more candidates with the same surname) of their other names : it shall be in the form set forth in the Second Schedule to this Act or as near thereto as circumstances admit, and shall be capable of being folded up.

23. Every ballot box shall be so constructed that the ballot papers can be introduced therein, but cannot be withdrawn therefrom, without the box being unlocked. The presiding officer at any polling station, just before the commencement of the poll, shall show the ballot box empty to such persons, if any, as may be present in such station, so that they may see that it is empty, and shall then lock it up, and place his seal upon it in such manner as to prevent its being opened without breaking such seal, and shall place it in his view for the receipt of ballot papers, and keep it so locked and sealed.

24. Immediately before a ballot paper is delivered to an elector, it shall be marked on both sides with the official mark, either stamped or perforated, and the number, name, and description of the elector as stated in the copy of the register shall be called out, and the number of such elector, together with the distinguishing mark, if any, of the part of the register in which the number occurs shall, as required by Section 2 of this Act as adapted, be marked on the counterfoil, and a mark shall be placed in the register against the number of the elector, to denote that he has received a ballot paper, but without showing the particular ballot paper which he has received.

25. The elector, on receiving the ballot paper, shall forthwith proceed into one of the compartments in the polling station, and there mark his paper, and fold it up so as to conceal his vote, and shall then put his ballot paper, so folded up, into the ballot box ; he shall vote without undue delay, and shall quit the polling station as soon as he has put his ballot paper into the ballot box.

26. The presiding officer, on the application of any voter who is incapacitated by blindness or other physical cause from voting in manner prescribed by this Act, or (if the poll be taken on Saturday) of any voter who declares that he is of the Jewish persuasion, and objects on religious grounds to vote in manner prescribed by this Act, or of any voter who makes such a declaration as herein-after mentioned that he is unable to read, shall, in the presence of the agents of the candidates, cause the vote of such voter to be marked on a ballot paper in manner directed by such voter, and the ballot paper to be placed in the ballot box, and the name and number on the register of voters of every voter whose vote is marked in pursuance of this rule, and the reason why it is so marked, shall be entered on a list, in this Act called "the list of votes marked by the presiding officer."

The said declaration, in this Act referred to as "the declaration of inability to read," shall be made by the voter at the time of polling, before the presiding officer, who shall attest it in the form herein-after mentioned, and no, fee, stamp, or other payment shall be charged in respect of such declaration, and the said declaration shall be given to the presiding officer at the time of voting.

27. If a person, representing himself to be a particular elector named on the register, applies for a ballot paper after another person has voted as such elector, the applicant shall, upon duly answering the questions permitted by the Guardians (London) Election Order, 1898, to be asked of voters at the time of polling, and upon taking an oath in the form herein-after set out, which the presiding officer shall administer, be entitled to mark a ballot paper in the same manner as any other voter, but the ballot paper (in this Act called "a tendered ballot paper") shall be of a colour differing from the other ballot papers, and, instead of being put into the ballot box, shall be given to the presiding officer and endorsed by him with the name of the

voter and his number in the register of voters, and set aside in a separate packet, and shall not be counted by the returning officer. And the name of the voter and his number on the register shall be entered on a list, in this Act called "the tendered votes list."

The oath shall be administered in the following form :—

"You do swear that you are the same person whose name appears as *A.B.* on the register of parochial electors for the parish of [or ward of the parish of], and that you have not already voted at the present election of guardians in this or any other parish or ward in the Union.

"SO HELP YOU GOD."

Provided that any person entitled to affirm in lieu of taking an oath may affirm in the following form :—

"I, *A.B.*, do solemnly, sincerely, and truly declare and affirm that I am the same person whose name appears as *A.B.* on the register of parochial electors for the parish of [or ward of the parish of], and that I have not already voted at the present election of guardians in this or any other parish or ward in the Union."

28. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot be conveniently used as a ballot paper may, on delivering to the presiding officer the ballot paper so inadvertently dealt with, and proving the fact of the inadvertence to the satisfaction of the presiding officer, obtain another ballot paper in the place of the ballot paper so delivered up (in this Act called "a spoilt ballot paper"), and the spoilt paper shall be immediately cancelled.

29. The presiding officer of each station, as soon as practicable after the close of the poll, shall make up into separate packets, sealed with his seal,—

- (1.) Each ballot box in use at his station, unopened but with the key attached ; and
- (2.) The unused and spoilt ballot papers, placed together ; and
- (3.) The tendered ballot papers ; and
- (4.) The marked copies of the register of parochial electors, and the counterfoils of the ballot papers ; and
- (5.) The tendered votes list, and the list of votes marked by the presiding officer, and a statement of the number of the voters whose votes are so marked by the presiding officer under the heads "physical incapacity," "Jews," and "unable to read," and the declarations of inability to read ;

and shall deliver such packets to the returning officer, or deputy returning officer, by whom the votes are to be counted, unless he is himself such officer.

30. The packets shall be accompanied by a statement made by such presiding officer, showing the number of ballot papers entrusted to him, and accounting for them under the heads of ballot papers in the ballot box, unused, spoilt, and tendered ballot papers, which statement is in this Act referred to as the ballot paper account.

Counting Votes.

31. Each candidate may appoint an agent to attend the counting of the votes.

32. The returning officer shall make arrangements for counting the votes in the presence of the agents of the candidates as soon as practicable after the close of the poll and shall give to the agents of the candidates appointed to attend at the counting of the votes notice in writing of the time and place at which he will begin to count the same.

33. The returning officer, his assistants and clerks, the agents of the candidates, any person to whom the Rule 51 of this Schedule applies, and no other person, except with the sanction of the returning officer, may be present at the counting of the votes.

34. Before the returning officer proceeds to count the votes, he shall in the presence of the agents of the candidates, open each ballot box, and taking out the papers therein, shall count and record the number thereof, and then mix together the whole of the ballot papers contained in the ballot boxes.

The returning officer, while counting and recording the number of ballot papers and counting the votes, shall keep the ballot papers with their faces upwards, and take all proper precautions for preventing any person from seeing the numbers printed on the backs of such papers.

35. The returning officer shall, so far as practicable, proceed continuously with counting the votes, allowing only time for refreshment, and excluding if and so far as he thinks it necessary, the hours between the close of the poll and nine o'clock on the succeeding morning. During the excluded time the returning officer shall place the ballot papers and other documents relating to the election under his own seal and the seals of such of the agents of the candidates as desire to affix their seals, and shall otherwise take proper precautions for the security of such papers and documents.

36. The returning officer shall endorse "rejected" on any ballot paper which he may reject as invalid, and shall add to the endorsement "rejection objected to," if an objection be in fact made by any agent to his decision. The returning officer shall draw up a statement showing the number of ballot papers rejected and not counted by him under the several heads of—

1. Want of official mark ;
2. Voting for more candidates than entitled to ;
3. Writing or mark by which voter could be identified ;
4. Unmarked or void for uncertainty ;

and shall on request allow any agents of the candidates to copy such statement. If the votes are counted by a deputy returning officer, he shall, with the declaration of the result of the poll, report to the returning officer the number of ballot papers rejected and not counted by him under the above heads, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it.

37. Upon the completion of the counting, the returning officer shall seal up in separate packets the counted and rejected ballot papers. He shall not open the sealed packet of tendered ballot papers or marked copy of the register of voters and counterfoils, but shall proceed, in the presence of the agents of the candidates, to verify the ballot paper account given by each presiding officer by comparing it with the number of ballot papers recorded by him as aforesaid, and the unused and spoilt ballot papers in his possession and the tendered votes list, and shall reseal each sealed packet after examination. The returning officer shall draw up a statement as to the result of such verification, and shall, on request, allow any agents of the candidates to copy it.

If the votes are counted by a deputy returning officer, he shall report to the returning officer the result of the verification, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it. He shall with his report send to the returning officer the sealed packets of counted and rejected ballot papers, and the unopened sealed packets which he has received from any presiding officer.

38. Lastly, the returning officer shall carefully preserve for the period hereinafter mentioned all the packets of ballot papers in his possession, together with the said reports, the ballot paper accounts, tendered votes lists, lists of votes marked by the presiding officer, statements relating thereto, declarations of inability to read, and packets of counterfoils, and marked copies of registers, endorsing on each packet a description of its contents and the date of the election to which they relate, and the name of the parish for which such election was held.

39. The returning officer shall retain for six months all documents relating to an election of guardians, and then, unless otherwise directed by an order of the county court having jurisdiction in the parish or in any part thereof, or of any tribunal in which the election is questioned, shall cause them to be destroyed.

40. No person shall be allowed to inspect any rejected ballot papers in the custody of the returning officer, except under the order of the county court or tribunal aforesaid, to be granted by such court or tribunal on being satisfied by evidence on oath that the inspection or production of such ballot papers is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a petition questioning an election or return; and any such order for the inspection or production of ballot papers may be made subject to such conditions as to persons, time, place, and mode of inspection or production as the court or tribunal making the same may think expedient, and shall be obeyed by the returning officer.

41. No person shall, except by order of the county court having jurisdiction in the parish or any part thereof, or of any tribunal having cognizance of any question relating to the election, open the sealed packet of counterfoils after the same has been once sealed up, or be allowed to inspect any counted ballot papers in the custody of the returning officer. Such order may be made subject to such conditions as to persons, time, place, and mode of opening or inspection as the court or tribunal making the order may think expedient: Provided that on making and carrying into effect any such order, care shall be taken that the mode in which any particular elector has voted shall not be discovered until he has been proved to have voted, and his vote has been declared by a competent court to be invalid.

42. All documents in the custody of a returning officer, in pursuance of this Act, other than ballot papers and counterfoils, shall be open to public inspection at such time and under such regulations as may have been or may hereafter be prescribed by the London County Council, and the returning officer shall supply copies of or extracts from the said documents to any person demanding the same, on payment of such fees and subject to such regulations as may have been or may hereafter be prescribed by the County Council.

43. Where an order is made for the production by the returning officer of any document in his possession relating to any specified election of guardians the production by such officer or his agent of the document ordered, in such manner as may be directed by such order, or by an order of the court having power to make such first-mentioned order, shall be conclusive evidence that such document relates to the specified election; and any endorsement appearing on any packet of ballot papers produced by such returning officer or his agent shall be evidence of such papers being what they are stated to be by the endorsement. The production from proper custody of a ballot paper purporting to have been used at any election, and of a counterfoil marked with the same printed number and having a number marked thereon in writing, shall be *prima facie* evidence that the person who voted by such ballot paper was the person who at the time of such election had affixed to his name in the register of voters at such election the same number as the number written on such counterfoil.

43. (a) There shall be an appeal from any Order of the county court under these Rules in like manner as in other cases in such court.

General Provisions.

47. If the returning officer presides at any polling station, the provisions of this Act relating to a presiding officer shall apply to such returning officer with the necessary modifications as to things to be done by the returning officer to the presiding officer, or the presiding officer to the returning officer.

48. The returning officer may, in addition to any clerks, appoint competent persons to assist him in counting the votes.

49. No person shall be appointed by a returning officer for the purposes of an election who has been employed by any other person in or about the election.

50. The presiding officer may do, by the clerks appointed to assist him, any act which he is required or authorised to do by this Act at a polling station, except ordering the arrest, exclusion, or ejection from the polling station of any person.

51. A candidate may himself undertake the duties which any agent of his, if appointed under Rule 31 of this Schedule, might have undertaken, and may, if he does not appoint such an agent, be present at the counting of the votes, or may himself take the place of such agent. Provided that any person acting under this Rule may at any time, before so acting, make the statutory declaration as to secrecy required by Rule 54 of this Schedule, but he shall not so act until he has made such declaration.

52. The name and address of every agent of a candidate appointed to attend the counting of the votes shall be transmitted to the returning officer one clear day at the least before the opening of the poll; and the returning officer may refuse to admit to the place where the votes are counted any agent whose name and address has not been so transmitted, notwithstanding that his appointment may be otherwise valid, and any notice required to be given to an agent by the returning officer may be delivered at or sent by post to such address.

53. If any person appointed an agent for the purposes of attending a polling station or at the counting of the votes dies, or becomes incapable of acting during the time of the election, another agent may be appointed in his place, and notice shall forthwith be given to the returning officer in writing of the name and address of any agent so appointed.

54. Every returning officer, and every officer, clerk, or agent authorised to attend at a polling station, and also every officer, clerk, or agent authorised to attend at the counting of the votes, shall, before the opening of the poll, make a statutory declaration of secrecy, in the presence, if he is the returning officer, of a justice of the peace, and if he is any other officer or an agent, of a justice of the peace or of the returning officer; but no such returning officer, officer, clerk, or agent as aforesaid shall, save as aforesaid, be required as such to make any declaration or take any oath on the occasion of any election.

55. Where in this Act any expressions are used requiring or authorising or inferring that any act or thing is to be done in the presence of the agents of the candidates, such expressions shall be deemed to refer to the presence of such agents of the candidates as may be authorised to attend, and as have in fact attended, at the time and place where such act or thing is being done, and the non-attendance of any agents or agent at such time and place shall not, if such act or thing be otherwise duly done, in anywise invalidate the act or thing done.

Second Schedule to Act.

NOTE.—The forms contained in this Schedule, or forms as nearly resembling the same as circumstances will admit, shall be used in all cases to which they refer and are applicable, and when so used shall be sufficient in law.

Form of Ballot Paper.

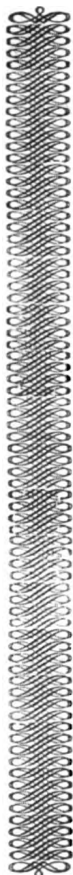
Form of Front of Ballot Paper.

ELECTION OF GUARDIANS.

Counterfoil No.

NOTE:—

The counterfoil is to have a number to correspond with that on the back of the Ballot Paper.



1	BROWN (John Brown, of 10, Albert Place, Accountant.)
2	GREEN (Robert Green, of 160, George Street, Shoemaker.)
3	JONES (William David Jones, of 96, Eldon Terrace, Barrister at Law.)
4	MERTON (Hon. George Travis, commonly called Viscount Merton, of 66, Queen Square, Gentleman.)
5	ROBINSON (Jane Ellen Robinson, of 26, Park Gardens, married woman.)
6	SMITH (Henry Smith, of 114, High Street, Grocer.)

Form of Back of Ballot Paper.

No.

Election of guardians for
orward of
18 .parish [or united parishes
parish].

NOTE.—The number on the ballot paper is to correspond with that on the counterfoil.

Directions as to printing Ballot Paper.

Nothing is to be printed on the ballot paper except in accordance with this schedule.

The surname of each candidate, and if there are two or more candidates of the same surname, also the other names of such candidates, shall be

printed in large characters, and the names, places of abode, and descriptions, and the number on the back of the paper, shall be printed in small characters.

Form of Directions for the Guidance of the Voter in voting, which shall be printed in conspicuous characters, and placarded outside every Polling Station and in every Compartment of every Polling Station.

The voter may vote for candidates as guardians.

The voter will go into one of the compartments, and, with the pencil provided in the compartment, place a cross on the right-hand side, opposite the name of each candidate for whom he votes, thus X.

The voter will then fold up the ballot paper so as to show the official mark on the back, and leaving the compartment will, without showing the front of the paper to any person, show the official mark on the back to the presiding officer, and then, in the presence of the presiding officer, put the paper into the ballot box and forthwith quit the polling station.

If the voter inadvertently spoils a ballot paper, he can return it to the officer, who will, if satisfied of such inadvertence, give him another paper.

If the voter votes for more than candidates, or places any mark on the paper by which he may be afterwards identified, his ballot paper will be void, and will not be counted.

If the voter takes a ballot paper out of the polling station, or deposits in the ballot box any other paper than the one given him by the officer, he will be guilty of a misdemeanor, and be subject to imprisonment for any term not exceeding six months, with or without hard labour.

NOTE.—These directions shall be illustrated by examples of the ballot paper.

Form of Statutory Declaration of Secrecy.

I solemnly promise and declare, That I will not at this election of guardians for the parish of [or united parishes of
or ward of the parish of], do anything forbidden by section four of The Ballot Act, 1872, which has been read to me.

NOTE.—The section must be read to the declarant by the person taking the declaration. One declaration may be made by the returning officer in respect of all the parishes for which he is returning officer.

Form of Declaration of inability to read.

I, A.B., of , being numbered on the register of the parochial electors for the parish of , do hereby declare that I am unable to read.

day of , 18 . A.B., his mark.

I, the undersigned, being the presiding officer for the polling station for the parish of [or united parishes of
or ward of the parish of], do hereby certify that the above declaration having been first read to the above-named A.B., was signed by him in my presence with his mark.

(Signed) C.D.,
Presiding officer for polling station for the
parish of [or united parishes of
or ward of the parish of].
day of 18 .

Fourth Schedule.

SECTIONS 74 AND 75 OF THE MUNICIPAL CORPORATIONS ACT, 1882, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Offences in relation to Nomination Papers.

74.—(1.) If any person forges or fraudulently defaces or fraudulently destroys any nomination paper, or delivers to the returning officer any forged nomination paper, knowing it to be forged, he shall be guilty of a misdemeanor, and shall be liable to imprisonment for any term not exceeding six months, with or without hard labour.

(2.) An attempt to commit any such offence shall be punishable as the offence is punishable.

Neglect of Duty by Returning Officer or Deputy Returning Officer.

75.—(1.) If a person who has undertaken to act as returning officer, or deputy returning officer, at an election of guardians, neglects or refuses to conduct or declare the election in manner provided by the Local Government Act, 1894, and the Guardians (London) Election Order, 1898, he shall for every such offence be liable to a fine not exceeding one hundred pounds, recoverable by action.

(2.) An action under this section shall not lie after three months from the neglect or refusal.

Fifth Schedule.

PROVISIONS OF THE MUNICIPAL CORPORATIONS ACT, 1882, WITH RESPECT TO THE ACCEPTANCE OF OFFICE, RE-ELIGIBILITY OF HOLDERS OF OFFICE, AND FILLING OF CASUAL VACANCIES, AS ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

Obligation to accept Office or pay Fine.

34.—(1.) Every qualified person elected or deemed to be re-elected to the office of guardian, unless exempt under this section or otherwise by law, either shall accept the office by making and subscribing the declaration required by this Act within one month after notice of being elected or deemed to be re-elected, or shall, in lieu thereof, be liable to pay to the board of guardians a fine of such amount, not exceeding fifty pounds, as the guardians by regulations determine, and such fine shall be placed to the credit of the parish for which the person was elected.

(2.) If there are no regulations determining fines, the fine shall be twenty pounds.

(3.) The persons exempt under this section are—

Any person disabled by lunacy or imbecility of mind, or by deafness, blindness, or other permanent infirmity of body, and any person who, having within five years before the day of election served the office of guardian for the parish or other area, claims exemption within ten days after notice of election or of being declared to be deemed to be re-elected.

(4.) A fine payable under this section shall be recoverable summarily.

(5.) If a person is either elected or deemed to be re-elected guardian in more than one parish or other area in the poor law union for which the election is held, he shall not accept office in respect of more than one of

such areas, and if he accepts office or pays the fine for non-acceptance of office in respect of one of such areas, he shall not be liable to a fine for non-acceptance of office in respect of any other of such areas.

(6.) Any person who has been nominated and elected without his consent to his nomination being previously obtained shall not be liable to a fine under this section.

Declaration on Acceptance of Office.

35. A person elected or deemed to be re-elected to the office of guardian shall not, until he has made and subscribed before two guardians of the Poor Law union, or the clerk to the guardians of the union, or, if he is absent from the United Kingdom, before a British Consul, a declaration in the following form or in a form to the like effect, act in the office except in administering that declaration :—

FORM OF DECLARATION ON ACCEPTANCE OF OFFICE.

I, *A.B.*, having been elected [*or being deemed to be re-elected*] guardian for the Poor Law union of _____ in respect of the Parish of _____ [*or of the united parishes of _____ and _____, or of the ward of the parish of _____*], hereby declare that I take the said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgment and ability.
Dated this _____ day of _____, 18 ____.

This declaration was made and subscribed before us* guardians of the above-named union.

* If the declaration is made and subscribed before the clerk or a consul, adapt form accordingly.

Power to receive Declaration.

239.—(1.) Members of the board of guardians or the clerk or a British Consul shall have authority to receive the declaration required to be made by a guardian without any commission or authority other than this Act.

(2.) The declaration, if made before a British Consul, shall be forthwith sent to the clerk to the guardians.

Penalty on acting in office without making Declaration.

41. If any person acts in the office of guardian without having made the declaration by this Act required, he shall for each offence be liable to a fine not exceeding twenty pounds, recoverable by action.

Re-eligibility of Office-holders.

37. A person ceasing to hold the office of guardian shall, unless disqualified to hold the office, be re-eligible.

Filling of Casual Vacancies.

40.—(1.) On a casual vacancy in the office of guardian, an election shall be held in accordance with the Guardians (London) Election Order, 1898; and the person elected shall hold the office until the time when the person in whose place he is elected would regularly have gone out of office, and he shall then go out of office.

(2.) In case of more than one casual vacancy in the office of guardian being filled at the same election, the guardian elected by the smallest number of votes shall be deemed to be elected in the place of him who would regularly have first gone out of office, and the guardian elected by the next

smallest number of votes shall be deemed to be elected in the place of him who would regularly have next gone out of office, and so with respect to the others; and if there has not been a contested election, or if any doubt arises, the order of rotation shall be determined by the board of guardians.

(3.) Non-acceptance of office by a person elected or deemed to be re-elected creates a casual vacancy.

Time for filling Casual Vacancies.

66.—(1.) On a casual vacancy in the office of guardian, the election shall be held within one month after notice in writing of the vacancy has been given to the chairman of the board of guardians or to the clerk by two guardians.

(3.) The day of election shall be fixed by the clerk to the guardians.

(4.) Nothing in this Act shall authorise or require a returning officer to hold an election to fill a casual vacancy which occurs within six months before the ordinary day of retirement from the office in which the vacancy occurs, and the vacancy shall be filled at the next ordinary election.

Given under the seal of office of the Local Government Board, this twenty-first day of January, in the year One thousand eight hundred and ninety-eight.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

(b) Meetings and Proceedings of Guardians.

ORDER OF THE POOR LAW COMMISSIONERS, DATED JULY 24, 1847. "GENERAL CONSOLIDATED ORDER," AS AMENDED BY SUBSEQUENT ORDERS, INCLUDING ORDER DATED FEBRUARY 26, 1866.*

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed;

To the Churchwardens and Overseers of the several Parishes and Places comprised within the said Unions;

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the Parishes and Places comprised within the said Unions are situate;

And to all others whom it may concern.

We, the Poor Law Commissioners, in pursuance of the authorities vested in us by an Act passed in the fifth year of

* This amending order is printed at length in *Statutory Rules and Orders Revised* (1st edition), Vol. 5, p. 248.

the reign of his late Majesty King William the Fourth, intituled “An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales,”* and by all other Acts amending the same, do hereby rescind every Order, whether General or Special, heretofore issued by the Poor Law Commissioners to the unions named in the Schedule hereunto annexed, which relates to the several subjects herein provided for, except so far as the same may have related to the apprenticeship of any poor person not yet completed, or may have required or authorised the appointment of any officer, or the giving of any security, or the making of any contract not yet executed, or the making of any orders by the guardians for contributions and payments not yet obeyed, or may have defined the salaries of any officers, or have prescribed the districts within which the duties of any officer shall be performed, or may have provided for the class of paupers or their number to be received into any particular workhouse, or may have provided for the election of guardians in any case where such election shall not have been completed when this Order shall come into force, *and except the Order regulating the mode of election of guardians, bearing date the sixth day of March One thousand eight hundred and forty-six, and addressed to the Guardians of the Poor of the Nottingham Union.*†

And we do hereby order, direct, and declare, with respect to each of the said unions as follows :—

Articles 1–27. [*These Articles were rescinded by the General Order of February 14, 1877, which Order is now obsolete.*]

Meetings of the Guardians.‡

Article 28.—The guardians shall upon the day of the week, and at the time of day, and at the place already appointed for holding the ordinary meetings, hold an ordinary meeting once at the least in every week or fortnight for the execution of their duties; and may, when they think fit, change the period, time, and place of such ordinary meeting, with the consent of the Commissioners previously obtained.

Article 29.—The guardians shall at the first meeting after the Fifteenth day of April, elect out of the whole number of guardians a chairman and a vice-chairman, who, provided they be guardians at the time, shall continue respectively to act as such chairman and vice-chairman for the year next ensuing.

Article 30.—The guardians at any time may elect two vice-chairmen, and if such vice-chairmen be appointed at the

* The Poor Law Amendment Act, 1834 (4 & 5 Will. 4. c. 76).

† This exception has now been removed by Orders issued to that union.

‡ See also Order of May 13, 1893, printed at p. 131 below.

same time, the guardians shall determine their precedence ; according to which precedence one of the said vice-chairmen shall thenceforth preside and act as in the case when only one vice-chairman is elected.

Article 31.—If a chairman or a vice-chairman cease to be a guardian, or refuse, or become incapable, to act as chairman, or vice-chairman, before the expiration of the term of office, the guardians shall, within one month after the occurrence of the vacancy, refusal, or incapacity, elect some other guardian to be chairman, or vice-chairman, as the case may be.

Article 32.—Whereas no act of any meeting of the guardians will be valid unless three guardians be present and concur therein ; if three guardians be not present at any meeting the clerk shall make an entry of that fact in the minute book, and the time for holding such meeting shall be deemed to have expired as soon as the said entry shall have been made. But one hour at least shall be allowed to elapse from the time fixed for the commencement of the meeting, before such entry shall be made.

Article 33.—If three or four or more guardians be present at any ordinary meeting, such three, or the majority of such four or more guardians, may adjourn the same, to the day of the next ordinary meeting, or to some other day previous to the next ordinary meeting.

Article 34.—An extraordinary meeting of the guardians may be summoned to be held at any time, upon the requisition of any two guardians, addressed to the clerk. Every such requisition shall be made in writing, in the Form (F.) hereunto annexed, and no business, other than the business specified in the said requisition, shall be transacted at such extraordinary meeting.

Article 35.—Notice of every change in the period, time, or place of holding any meeting, and notice of the adjournment of any meeting, and notice of every extraordinary meeting, shall be given in writing to every guardian. Every such notice shall be respectively in the Forms (G.), (H.), and (I.) hereunto annexed, and shall be given or sent by the clerk to every guardian, or left at his place of abode two days, if practicable, before the day appointed for the meeting to which it relates.

Article 36.—If any case of emergency arise, requiring that a meeting of the guardians should immediately take place, they, or any three of them, may meet at the ordinary place of meeting, and take such case into consideration, and may make an order thereon.

Proceedings of the Guardians.

Article 37.—At every meeting the chairman, or in his absence a vice-chairman, shall preside ; but if at the com-

mencement of any meeting the chairman and vice-chairman or vice-chairmen be absent, the guardians present shall elect one of themselves to preside at such meeting as chairman thereof, until the chairman or a vice-chairman take the chair.

Article 38.—Every question at any meeting consisting of more than three guardians shall be determined by a majority of the votes of the guardians present thereat, and voting on the question, and when there shall be an equal number of votes on any question, such question shall be deemed to have been lost.

Article 39.—No resolution agreed to or adopted by the guardians shall be rescinded or altered by them, unless some guardian shall have given to the board seven days' notice of a motion to rescind or alter such resolution, which notice shall be forthwith entered on the minutes by the clerk. Provided always, that this regulation shall not extend to any resolution which immediately concerns the allowance of relief to any person, or the punishment of any pauper, or to any resolution which the Commissioners may request the guardians to reconsider or amend, or to any question of emergency.

Article 40.—The guardians may from time to time (as occasion may require), appoint a committee to consider and report on any special subject, and such committee may meet at such times and places as to them may seem convenient; but no act or decision of any such committee shall of itself be deemed to be the act of the guardians.

Article 41.—At every ordinary meeting of the guardians, the business shall, as far as may be convenient, be conducted in the following order :

Firstly.—The minutes of the last ordinary meeting, and of any other meeting which may have been held since such ordinary meeting, shall be read to the guardians; and, in order that such minutes may be recognised as a record of the acts of the guardians at their last meeting, they shall be signed by the chairman presiding at the meeting at which such minutes are read, and an entry of the same having been so read shall be made in the minutes of the day when read.

Secondly.—The guardians shall dispose of such business as may arise out of the minutes so read, and shall give the necessary directions thereon.

Thirdly.—They shall proceed to give the necessary directions respecting all applications for relief made since the last ordinary meeting, and also respecting the amount and nature of relief to be given and continued to the paupers then in the receipt of relief, until the next ordinary meeting, or for such other time as such relief may be deemed to be necessary.

Fourthly.—They shall hear and consider any application for relief which may be then made, and determine thereon.

Fifthly.—They shall read the report of the state of the workhouse or workhouses, examine all books and accounts relative to the relief of the paupers of the union, and give all needful directions concerning the management and discipline of the said workhouse or workhouses and the providing of furniture and stores and other articles.

Sixthly.—They shall examine the treasurer's account, and shall, when necessary, make orders on the overseers or other proper authorities of the several parishes in the union, for providing such sums as may be lawfully required by the guardians on account of the respective parishes.

Seventhly.—They shall transact any such business as may not fall within any of the above classes.

Article 42.—When the guardians have allowed relief in the workhouse to any applicant, a written or printed order for his admission therein, signed by the clerk, shall be forthwith delivered to the applicant, or to any person on his behalf.

Article 43.—When the guardians have allowed out-door relief, in money or kind, to any applicant, the particulars of such relief shall be entered, by the proper relieving officer, in a ticket according to Form (K.) hereunto annexed, and such ticket shall be delivered by him to the applicant, or to some person on his behalf.

*Contracts of the Guardians.**

Article 44.—All contracts to be entered into on behalf of the union relating to the maintenance, clothing, lodging, employment, or relief of the poor, or for any other purpose relating to or connected with the general management of the poor, shall be made and entered into by the guardians.

Article 45.—The guardians shall require tenders to be made in some sealed paper for the supply of all provisions, fuel, clothing, furniture, or other goods, or materials, the consumption of which may be estimated, one month with another, to exceed ten pounds per month, and all provisions, fuel, clothing, furniture, or other goods, or materials, the cost of which may be reasonably estimated to exceed fifty pounds in a single sum, and shall purchase the same upon contracts to be entered into after the receipt of such tenders.

Article 46.—Any work or repairs to be executed in the workhouse, or the premises connected with the workhouse, or any fixtures to be put up therein, which may respectively be reasonably estimated to exceed the cost of fifty pounds in one sum, shall be contracted for by the guardians, on sealed tenders, in the manner prescribed in Articles 45 and 47.

Article 47.—Notice of the nature and conditions of the contract to be entered into, of the estimated amount of the articles

* The Regulations as to contracts and tenders were allowed by Order of December 31, 1877, printed at p. 135 below.

required, of the last day on which tenders will be received, and the day on which the tenders will be opened, shall be given in some newspaper circulating in the union, not less than ten days previous to the last day on which tenders are to be received ; and no tender shall be opened by the clerk, or any guardian, or other person, prior to the day specified in such notice, or otherwise than at a meeting of the said guardians.

Article 48.—When any tender is accepted, the party making the tender shall, in pursuance of the regulations, enter into a contract in writing, with the guardians, containing the terms, conditions, and stipulations mutually agreed upon, and whenever the guardians deem it advisable, the party contracting shall find one or more surety or sureties, who shall enter into a bond conditioned for the due performance of the contract, or shall otherwise secure the same.

Article 49.—Provided always, that if from the peculiar nature of any provisions, fuel, clothing, furniture, goods, materials or fixtures to be supplied, or of any work or repairs to be executed, it shall appear to the guardians desirable that a specific person or persons be employed to supply or execute the same, without requiring sealed tenders as herein-before directed, it shall be lawful for such guardians, with the consent of the Commissioners first obtained, to enter into a contract with the said person or persons and to require such sureties and securities as are specified in Article 48.

Article 50.—Every contract to be hereafter made by any guardians shall contain a stipulation requiring the contractor to send in his bill or account of the sum due to him for goods or work, on or before some day to be named in the contract.

Article 51.—The guardians shall fix some day or days, not being more than twenty-one days after the end of each quarter, for the attendance of contractors and tradesmen, or their authorised agents, and the clerk shall notify such day to every contractor or tradesman to whom money may be due, or to his agent, or he shall, under the direction of the guardians, cause the same to be advertised in some newspaper.

Apprenticeship of Pauper Children.

Parties.

Article 52.—No child under the age of nine years, and no child (other than a deaf and dumb child) who cannot read and write his own name, shall be bound apprentice by the guardians.

Article 53.—No child shall be so bound to a person who is not a housekeeper, or assessed to the poor-rate in his own name ;

Or who is a journeyman, or a person not carrying on trade or business on his own account ;

Or who is under the age of twenty-one ;

Or who is a married woman.

The Premium.

Article 54.—No premium, other than clothing for the apprentice, shall be given upon the binding of any person above the age of sixteen years, unless such person be maimed, deformed, or suffering from some permanent bodily infirmity, such as may render him unfit for certain trades or sorts of work.

Article 55.—Where any premium is given it shall in part consist of clothes supplied to the apprentice at the commencement of the binding, and in part of money, one moiety whereof shall be paid to the master at the binding and the residue at the termination of the first year of the binding.

Term.

Article 56.—No apprentice shall be bound by the guardians for more than eight years.

Consent.

Article 57.—No person above fourteen years of age shall be so bound without his consent.

And no child under the age of sixteen years shall be so bound without the consent of the father of such child, or if the father be dead, or be disqualified to give such consent, as herein-after provided, or if such child be a bastard, without the consent of the mother, if living, of such child.

Provided, that where such parent is transported beyond the seas, or is in custody of the law, having been convicted of some felony, or for the space of six calendar months before the time of executing the indenture has deserted such child, or for such space of time has been in the service of Her Majesty, or of the East India Company, in any place out of the United Kingdom, such parent, if the father, shall be deemed to be disqualified as herein-before stated, and if it be the mother, no such consent shall be required.

Place of Service.

Article 58.—No child shall be bound to a master whose place of business, whereat the child is to work and live, is distant more than thirty miles from the place in which the child is residing at the time of the proposed binding, or at the time of his being sent on trial to such master;

Unless in any particular case the Commissioners shall, on application to them, otherwise permit.

Preliminaries to the Binding.

Article 59.—If the child whom it is proposed to bind apprentice, be in the workhouse, and under the age of fourteen years, the guardians shall require a certificate in writing from the medical officer of the workhouse, as to the fitness

in regard to bodily health and strength of such child to be bound apprentice to the proposed trade, and shall also ascertain from the master of the workhouse the capacity of the child for such binding in other respects.

Article 60.—If the child be not in the workhouse, but in the union by the guardians of which it is proposed that he shall be bound, the relieving officer of the district in which the child is residing shall examine into the circumstances of the case, the condition of the child, and of his parents, if any, and the residence of the proposed master, the nature of his trade, and generally as to the fitness of the particular binding, the number of other apprentices, if any, then bound to him, and shall report the result of his inquiry to the guardians.

Article 61.—If in any case within Article 60, the guardians think proper to proceed with the binding, they shall, when the child is under the age of fourteen years, direct the relieving officer to take the child to the medical officer of the district, to be examined as to his fitness in respect of bodily health and strength for the proposed trade or business; and such medical officer shall certify in writing according to his judgment in the matter, which certificate shall be produced by the said relieving officer to the next meeting of the guardians.

Article 62.—If the child be not residing within the union, the guardians who propose to bind him shall not proceed to do so unless they receive such a report as is required in Article 60 from the relieving officer of the district in which such child is residing and a certificate from some medical man practising in the neighbourhood of the child's residence to the effect required in Article 61.

Article 63.—When it is proposed to give a premium other than clothing upon the binding of any person above the age of sixteen years, the guardians shall require a certificate in writing from some medical practitioner, certifying that the person is maimed, deformed, or disabled, to the extent specified in such Article, and shall cause a copy of such certificate to be entered on their minutes before they proceed to execute the indenture.

Article 64.—When such certificate, as is required by Articles 59, 61, 62, and 63, is received, or in case from the age of the child no such certificate is required, the guardians shall direct that the child and the proposed master, or some person on his behalf, and in case the child be under the age of sixteen, that the parent or person in whose custody such child shall be then living attend some meeting of the board to be then appointed.

Article 65.—At such meeting, if such parties appear, the guardians shall examine into the circumstances of the case: and if, after making all due inquiries, and hearing the objections (if any be made) on the part of the relatives or friends of such child, they deem it proper that the binding be effected, they may forthwith cause the indenture to be prepared,

and, if the master be present, to be executed, but if he be not present they shall cause the same to be transmitted to him for execution; and when executed by him, and returned to the guardians, the same shall be executed by the latter, and shall be signed by the child, as provided in Article 67.

Article 66.—If the proposed master reside out of the union, but in some other union or parish under a board of guardians, whether formed under the provisions of the first-recited Act, or of the Act of the twenty-second year of the reign of King George the Third, intituled “An Act for the better Relief and Employment of the Poor,”* or of any local Act, the guardians, shall, before proceeding to effect the binding, communicate in writing the proposal to the guardians of such other union or parish, and request to be informed whether such binding is open to any objection, and if no objection be reported by such guardians within the space of one calendar month, or, if the objection does not appear to the guardians proposing to bind the child to be sufficient to prevent the binding, the same may be proceeded with; and when the indenture shall have been executed, the clerk to the guardians who executed the same shall send notice thereof in writing to the guardians of the union or parish wherein the said apprentice is to reside.

Indenture.

Article 67.—The indentures shall be executed in duplicate, by the master and the guardians, and shall not be valid unless signed by the proposed apprentice with his name, or if deaf and dumb with his mark, in the presence of the said guardians; and the consent of the parent, where requisite, shall be testified by such parent signing with his name or mark, to be properly attested, at the foot of the said indenture; and where such consent is dispensed with under Article 57, the cause of such dispensation shall be stated at the foot of the indenture by the clerk.

Article 68.—The name of the place or places at which the apprentice is to work and live shall be inserted in the indenture.

Article 69.—One part of such indenture, when executed, shall be kept by the guardians; the other shall be delivered to the master.

Duties of the Master of a Pauper Apprentice.

Article 70.—And we do hereby prescribe the duties of the master to whom such poor child may be apprenticed, and the terms and conditions to be inserted in the said indenture, to be as follows:—

- No. 1. The master shall teach the child the trade, business, or employment set forth in the indenture, unless the guardians authorised the substitution of another trade, business, or employment.

* 22 Geo. 3. c. 83.

- No. 2. He shall maintain the said child with proper food and nourishment.
- No. 3. He shall provide a proper lodging for the said child.
- No. 4. He shall supply the said child with proper clothing during the term of the binding, together with the necessary provision of linen.
- No. 5. He shall, in case the said child be affected with any disease or sickness, or meet with any accident, procure, at his own cost, adequate medical or surgical assistance, from some duly qualified medical man, for such child.
- No. 6. He shall, once at least on every Sunday, cause the child to attend some place of divine worship, if there be any such within a reasonable distance, according to the religious persuasion in which the child has been brought up, so, however, that no child shall be required by the master to attend any place of worship to which his parents or surviving parent may object, nor when he shall be above the age of sixteen, any place to which he may himself object.
- No. 7. Where such parents or parent or next-of-kin desire it, he shall allow the said child to attend any Sunday or other school which shall be situated within the same parish, or within two miles distance from his residence, on every Sunday, and, if there be no such school which such child can attend, he shall, at some reasonable hour on every Sunday, allow any minister of the religious persuasion of the child to have access to such child for the purpose of imparting religious instruction.
- No. 8. Where the apprentice continues bound after the age of seventeen years the master shall, in every case where the guardians require him so to do, pay to such apprentice, for and in respect of every week that he duly and properly serves the said master, as a remuneration, a sum to be inserted in the indenture, or to be agreed upon by the guardians and the said master when that time arrives, or, if they cannot agree, to be settled by some person to be then chosen by the said master and such guardians, and, until such sum be agreed upon or settled, not less than one fourth of the amount then commonly paid as wages to journeymen in the said trade, business, or employment.
- No. 9. The master shall, himself or by his agent, produce the apprentice to the guardians by whom such apprentice was bound at their ordinary meeting next preceding the end of the first year of the binding, and before the receipt of the remainder of the premium, if any be due, and shall in like manner produce the said apprentice at some one of their ordinary meetings, to be held at or about the middle of the term, and whenever afterwards required to do so by the said guardians; Provided, that if the apprentice reside out of the union by the guardians whereof he was bound, the apprentice shall be

produced, as herein-before directed, to the guardians of the union or parish, as described in Article 66, in which the apprentice may be residing.

No. 10. The master shall not cause the said apprentice to work or live more than 10 miles from the place or places mentioned in the indenture, according to Article 68, without the leave of the guardians so binding him, to be given under their common seal: Provided, that such guardians may in such licence so to be given under their common seal, by express words to that effect, if they think fit, authorise the master, at any time during the residue of the term of the apprenticeship, to change the place of the abode or service of the apprentice, without any further application to them or their successors.

Article 71.—The duties of the master set forth in Article 70 shall be enforced by covenants and conditions to be inserted in the indenture to be executed by him.

Article 72.—The master shall also covenant, under a penalty to be specified in the covenant, not to assign or cancel the indenture, without the consent of the guardians, under their common seal, previously obtained, and to pay to the said guardians all costs and expenses that they may incur in consequence of the said apprentice not being supplied with medical or surgical assistance by the master, in case the same shall be at any time requisite.

Article 73.—The indenture shall be made subject to the following provisos:

No. 1. That if the master take the benefit of any Act for the relief of insolvent debtors or be discharged under any Act, such indenture shall forthwith become of no further force or effect.

No. 2. That if, on a conviction for a breach of any one of the aforesaid covenants and conditions before a justice of the peace, the guardians who may be parties to the said indenture declare by a resolution that the indenture is determined, and transmit a copy of such resolution, under the hand of their clerk, by the post or otherwise, to the said master, such indenture shall, except in respect of all rights and liabilities then accrued, forthwith become of no further force or effect.

Article 74.—Nothing contained in this Order shall apply to the apprenticing of poor children to the sea service.

Mode of obtaining Medical Relief by Permanent Paupers.

Article 75.—The guardians shall, once at least in every year, cause to be prepared by the clerk or relieving officers a list of all such aged and infirm persons, and persons permanently sick or disabled as may be actually receiving

relief from such guardians, and residing within the district of each medical officer of the union, and shall from time to time furnish to each district medical officer a copy of the list aforesaid.

Article 76.—Every person whose name is inserted in such list shall receive a ticket in the Form (L.) hereunto annexed, and shall be entitled on the exhibition of such ticket to the medical officer of his district to obtain such advice, attendance, and medicines, as his case may require, in the same manner as if he had received an order from the guardians, and such ticket shall remain in force for the time specified therein, unless such person shall cease to be in the receipt of relief before the expiration of such time.

Relief of Non-settled and Non-resident Poor.

Article 77.—If any board of guardians undertake to administer relief allowed to a non-settled pauper living within the union for which they act, on behalf of the officers, or of the board of guardians, of the parish or union in which such pauper is deemed to be settled, every such undertaking shall be made in conformity with the rules and regulations of the Commissioners in force at the time.

Article 78.—No money shall be transmitted to any guardians or to any officer of a parish or union, to be applied to the relief of any non-resident pauper, except in conformity with the provisions of this Order.

Article 79.—No money shall be paid on account of any non-resident pauper to the guardians or to the officer of any union or parish in which the relief is administered by a board of guardians, except in one of the three following ways :

- No. 1. By post-office order payable to the treasurer of the union or parish to the account of which the money is to be paid, or to the banker of such treasurer.
- No. 2. By cheque or order payable to the treasurer of such parish or union, or to his order.
- No. 3. By cheque payable to bearer (where the same may lawfully be drawn), and crossed as payable through the treasurer of such parish or union, or his banker, or through the agent of such treasurer or banker ; and every such cheque shall be so crossed by the clerk before it is signed by the presiding chairman.

Article 80.—Every account for relief duly administered to non-resident poor shall be discharged by the guardians, within two calendar months from the receipt of such account, by the transmission of the amount due, in one of the modes prescribed in Article 79.

Orders for Contributions and Payments.

Article 81.*—The clerk shall, as soon as convenient before the 25th day of March next, and thenceforth four weeks at least before the 29th day of September and the 25th day of March respectively in each year, estimate the probable amount of the expenditure in the relief of the poor, and other charges by the guardians on behalf of the union, as well as any separate expenditure chargeable against any parish therein during the then next ensuing half year, and estimate the probable balance due to or from each parish at the end of the current half year, and shall apportion the sums to be contributed by the several parishes comprised in the union, according to the law for the time being in force therein, and shall prepare the orders on the overseers or other proper authorities of the several parishes for the payment of such respective contributions, and of any such separate expenditure as aforesaid, and the orders so prepared shall be laid before the guardians for their consideration a reasonable time before the expiration of the current half year.

Article 82.—The guardians shall make orders on the overseers or other proper authorities of every parish in the union at the commencement of each half year ending on the days above-mentioned, and from time to time as occasion may arise, for the payment to the guardians of all such sums as may be required by them as the contribution of the parish to the common fund of the union, and for any other expenses separately chargeable by the guardians on the parish; and in such orders the contributions shall be directed to be paid in one sum or by instalments, on days to be specified in such orders, as to the guardians may seem fit.

Article 83.—Every such order shall be made according to the Form (M.) hereunto annexed. It shall be signed by the presiding chairman of the meeting, and two other guardians present thereat, and shall be countersigned by the clerk.

Article 84.—The guardians shall pay every sum greater than five pounds by an order, which shall be drawn upon the treasurer of the union, and shall be signed by the presiding chairman and two other guardians at a meeting, and shall be countersigned by the clerk.

Article 85.—The guardians shall examine at their board, or shall cause to be examined by some committee or guardian authorised by them for the purpose, every bill exceeding in amount one pound (except the salaries of officers) brought against the union; and when any such bill has been allowed by the board, or by such committee or guardian, a note of the allowance thereof shall be made on the face of the bill before the amount is paid.

* The new Articles 81, 82 were substituted for the previous Articles 81, 82 by the Order of February, 1866.

Custody of Bonds.

Article 86.—The guardians shall provide for the safe custody of all bonds given in pursuance of the regulations of the Commissioners, so always that no bond given by any person shall remain in the custody of such person himself.

Article 87.—The guardians shall at the audit next after the 25th day of March in every year, cause every person having the custody of bonds given by any officer of the union to produce such bonds to the auditor for his inspection.

*Government of the Workhouse.**Admission of Paupers.*

Article 88.—Every pauper who shall be admitted into the workhouse, either upon his first or any subsequent admission, shall be admitted in some one of the following modes only; that is to say :—

By a written or printed order of the board of guardians, signed by their clerk according to Article 42.

By a provisional written or printed order, signed by a relieving officer or an overseer.

By the master of the workhouse (or during his absence, or inability to act, by the matron), without any order, in any case of sudden or urgent necessity.

Provided that the master may admit any pauper delivered at the workhouse under an order of removal to a parish in the union.

Article 89.—No pauper shall be admitted under any written or printed order as mentioned in Article 88, if the same bear date more than six days before the pauper presents it at the workhouse.

Article 90.—If a pauper be admitted otherwise than by an order of the board of guardians, the admission of such pauper shall be bought before the board of guardians at their next ordinary meeting, who shall decide on the propriety of the pauper's continuing in the workhouse or otherwise, and make an order accordingly.

Article 91.—As soon as the pauper is admitted, he shall be placed in some room to be appropriated to the reception of paupers on admission, and shall then be examined by the medical officer.

Article 92.—If the medical officer upon such examination pronounce the pauper to be labouring under any disease of body or mind, the pauper shall be placed in the sick ward, or in such other ward as the medical officer shall direct.

Article 93.—If the medical officer pronounce the pauper to be free from any such disease, the pauper shall be placed in the part of the workhouse assigned to the class to which he may belong.

Article 94.—No pauper shall be detained in a receiving ward for a longer time than is necessary for carrying into effect the regulations in Articles 91, 92, and 93, if there be room in the proper ward for his reception.

Article 95.—Before being removed from the receiving ward, the pauper shall be thoroughly cleansed, and shall be clothed in a workhouse dress, and the clothes which he wore at the time of his admission shall be purified, and deposited in a place appropriated for that purpose, with the pauper's name affixed thereto. Such clothes shall be restored to the pauper when he leaves the workhouse.

Article 96.—Every pauper shall, upon his admission into the workhouse be searched by or under the inspection of the proper officer, and all articles prohibited by any Act of Parliament, or by this Order, which may be found upon his person, shall be taken from him, and, so far as may be proper, restored to him at his departure from the workhouse.

*Article 97.— * * *

Classification of the Paupers.

Article 98.—The paupers, so far as the workhouse admits thereof, shall be classed as follows :—

Class 1. Men infirm through age or any other cause.

Class 2. Able-bodied men, and youths above the age of fifteen years.

Class 3. Boys above the age of seven years, and under that of fifteen.

Class 4. Women infirm through age or any other cause.

Class 5. Able-bodied women, and girls above the age of fifteen years.

Class 6. Girls above the age of seven years, and under that of fifteen.

Class 7. Children under seven years of age.

To each class shall be assigned that ward or separate building and yard which may be best fitted for the reception of such class, and each class of paupers shall remain therein, without communication with those of any other class.

Article 99.—Provided,

Firstly. That the guardians shall from time to time, after consulting the medical officer, make such arrangements as they may deem necessary with regard to persons labouring under any disease of body or mind.

Secondly. The guardians shall, so far as circumstances will permit, further subdivide any of the classes enumerated in Article 98, with reference to the moral character, or behaviour, or the previous habits of the inmates, or to such other grounds as may seem expedient.

* Article 97, which related to casual paupers, was rescinded by Order dated November 22, 1871; that Order was rescinded and fresh provision made by Order dated December 18, 1882, printed at p. 193 below.

- Thirdly. That nothing in this Order shall compel the guardians to separate any married couple, being both paupers of the first and fourth classes respectively, provided the guardians shall set apart for the exclusive use of every such couple a sleeping apartment separate from that of the other paupers.
- Fourthly. That any paupers of the fifth and sixth classes may be employed constantly or occasionally in any of the female sick wards, or in the care of infants, or as assistants in the household work ; and the master and matron shall make such arrangements as may enable the paupers of the fifth and sixth classes to be employed in the household work, without communication with the paupers of the second and third classes.
- Fifthly. That any pauper of the fourth class, whom the master may deem fit to perform any of the duties of a nurse or assistant to the matron, may be so employed in the sick wards, or those of the fourth, fifth, sixth, or seventh classes, and any pauper of the first class, who may by the master be deemed fit, may be placed in the ward of the third class, to aid in the management, and superintend the behaviour, of the paupers of such class, or may be employed in the male sick ward.
- Sixthly. That the guardians, for a special reason to be entered on their minutes, may place any boy or girl between the ages of ten and sixteen years, in a male or female ward respectively, different from that to which he or she properly belongs, unless the Commissioners shall otherwise direct.
- Seventhly. That the paupers of the seventh class may be placed in such of the wards appropriated to the female paupers as shall be deemed expedient, and the mothers of such paupers shall be permitted to have access to them at all reasonable times.
- Eighthly. That the master (subject to any directions given or regulations made by the guardians) shall allow the father or mother of any child in the same workhouse, who may be desirous of seeing such child, to have an interview with such child at some one time in each day, in a room in the said workhouse to be appointed for that purpose. And the guardians shall make arrangements for permitting the members of the same family who may be in different workhouses of the union to have occasional interviews with each other, at such times, and in such manner, as may best suit the discipline of the several workhouses.
- Ninthly. That casual poor way-farers admitted by the master or matron, shall be kept in a separate ward of the workhouse, and shall be dieted and set to work in such manner and under such regulations as the guardians by any resolution now in force, or to be made hereafter, may direct.

Article 100.—The guardians shall not admit into the workhouse, or any ward of the same, or retain therein, a larger number or a different class of paupers than that heretofore or hereafter from time to time to be fixed by the Commissioners; and in case such number shall at any time be exceeded, the fact of such excess shall be forthwith reported to the Commissioners by the clerk.

Article 101.—No pauper of unsound mind, who may be dangerous, or who may have been reported as such by the medical officer, or who may require habitual or frequent restraint, shall be detained in the workhouse for any period exceeding fourteen days, and the guardians shall cause the proper steps to be taken for the removal of every such pauper to some asylum or licensed house as soon as may be practicable.

Discipline and Diet of the Paupers.

Article 102.—All the paupers in the workhouse, except the sick and insane, and the paupers of the first, fourth, and seventh classes, shall rise, be set to work, leave off work, and go to bed at the times mentioned in the Form (N.) hereunto annexed, and shall be allowed such intervals for their meals as are therein stated, and these several times shall be notified by the ringing of a bell; provided always that the guardians may, with the consent of the Commissioners, make such alterations in any of the said times or intervals, as the guardians may think fit.

Article 103.—Half an hour after the bell shall have been rung for rising, the names of the paupers shall be called over by the master and matron respectively in the several wards provided for the second, third, fifth, and sixth classes, when every pauper, belonging to the respective wards, shall be present, and shall answer to his name, and be inspected by the master and matron respectively, provided that the paupers of the third and sixth class may be called over and inspected by the schoolmaster and schoolmistress.

Article 104.—The meals shall be taken by all the paupers, except the sick, the children, persons of unsound mind, casual poor way-farers, women suckling their children, and the paupers of the first and fourth classes, in the dining-hall or day-room, and in no other place whatever, and during the time of meals order and decorum shall be maintained.

Article 105.—No pauper of the second, third, fifth, or sixth classes shall go to or remain in his sleeping-room, either in the time hereby appointed for work, or in the intervals allowed for meals, except by permission of the master or matron.

Article 106.—The master and matron shall (subject to the directions of the guardians) fix the hours of rising and going to bed, for the paupers of the first, fourth, and seventh classes, and determine the occupation and employment of which they may be capable; and the meals for such paupers shall be provided at such times and in such manner as the guardians may from time to time direct.

Article 107.*—The paupers shall be dieted with the food and in the manner set forth in the dietary table which may be prescribed for the use of the workhouse, and no pauper shall have or consume any liquor, or any food or provision other than is allowed in the said dietary table, except on Christmas Day or by the direction in writing of the medical officer, as provided in Article 108.

Article 108.—Provided,

First. That the medical officer may direct in writing such diet for any individual pauper as he may deem necessary, and the master shall obey such direction until the next ordinary meeting of the guardians, when he shall report the same in writing to the guardians.

Secondly. That if the medical officer at any time certify that he deems a temporary change in the diet essential to the health of the paupers in the workhouse, or of any class or classes thereof, the guardians shall cause a copy of such certificate to be entered on the minutes of their proceedings, and may forthwith order, by a resolution, the said diet to be temporarily changed, according to the recommendation of the medical officer, and shall forthwith transmit a copy of such certificate and resolution to the Commissioners.

Thirdly. That the medical officer shall be consulted by the matron as to the nature of the food of the infants, and of their mothers when suckling, and the time at which such infants should be weaned.

Fourthly. That the guardians may, without any direction of the medical officer, make such allowance of food as may be necessary to paupers employed as nurses or in the household work; but they shall not allow to such paupers any fermented or spirituous liquors on account of the performance of such work, unless in pursuance of a written recommendation of the medical officer.

Article 109.—If any pauper require the master or matron to weigh the allowance of provisions served out at any meal, the master or matron shall forthwith weigh such allowance in the presence of the pauper complaining, and of two other persons.

Article 110.—The clothing to be worn by the paupers in the workhouse shall be made of such materials as the board of guardians may determine.

* See the Order of October 10, 1900, printed at p. 269 below.

Article 111.—More than two paupers, any one of whom is above the age of seven years, shall not be allowed to occupy the same bed, unless in the case of a mother and infant children.

Article 112.—The paupers of the several classes shall be kept employed according to their capacity and ability; and no pauper shall receive any compensation for his labour.

Article 113.—No pauper in the workhouse shall be employed or set to work in pounding, grinding, or otherwise breaking bones, or in preparing bone dust.

Article 114.—The boys and girls who are inmates of the workhouse shall, for three of the working hours, at least, every day, be instructed in reading, writing, arithmetic, and the principles of the Christian religion, and such other instruction shall be imparted to them as may fit them for service, and train them to habits of usefulness, industry, and virtue.

Article 115.—Any pauper may quit the workhouse upon giving to the master, or (during his absence or inability to act) to the matron, a reasonable notice of his wish to do so; and in the event of any able-bodied pauper, having a family, so quitting the house, the whole of such family shall be sent with him, unless the guardians shall, for any special reason, otherwise direct; and such directions shall be in conformity with the regulations of the Commissioners with respect to relief in force at the time.

Article 116.—Provided nevertheless, that the guardians may, by any general or special direction, authorise the master to allow a pauper, without giving any such notice as is required in Article 115, to quit the workhouse, and to return after a temporary absence only; and every such allowance shall be reported by the master to the guardians at their next ordinary meeting.

Article 117.—Provided also, that nothing herein contained shall prevent the master from allowing the paupers of each sex under the age of fifteen, subject to such restrictions as the guardians may impose, to quit the workhouse, under the care and guidance of himself, or the matron, schoolmaster, schoolmistress, porter, or some one of the assistants and servants of the workhouse, for the purpose of exercise.

Article 118.—Any person may visit any pauper in the workhouse by permission of the master, or (in his absence) of the matron, subject to such conditions and restrictions as the guardians may prescribe; such interview shall take place in a room separate from the other inmates of the workhouse, and in the presence of the master, matron, or porter, except where a sick pauper is visited.

Article 119.—No written or printed paper of an improper tendency, or which may be likely to produce insubordination,

shall be allowed to circulate, or be read aloud, among the inmates of the workhouse.

Article 120.—No pauper shall play at cards, or at any game of chance, in the workhouse; and the master may take from any pauper, and keep until his departure from the workhouse, any cards, dice, or other articles applicable to games of chance, which may be in his possession.

Article 121.—No pauper shall smoke in any room of the workhouse, except by the special direction of the medical officer, or shall have any matches or other articles of a highly combustible nature in his possession, and the master may take from any person any articles of such a nature.

Article 122.—Any licensed minister of the religious persuasion of an inmate of the workhouse, who may at any time in the day, on the request of any inmate, enter the workhouse for the purpose of affording religious assistance to him, or for the purpose of instructing his child or children in the principles of his religion, shall give such assistance or instruction, so as not to interfere with the good order and discipline of the other inmates of the workhouse, and such religious assistance or instruction shall be strictly confined to inmates who are of the religious persuasion of such minister, and to the children of such inmates, except in the cases in which the guardians may lawfully permit religious assistance and instruction to be given to any paupers who are Protestant dissenters, by licensed ministers who are Protestant dissenters.

Article 123.—No work, except the necessary household work and cooking, shall be performed by the paupers on Sunday, Good Friday, and Christmas Day.

Article 124.—Prayers shall be read before breakfast and after supper every day, and Divine Service shall be performed every Sunday, Good Friday, and Christmas Day in the workhouse (unless the guardians, with the consent of the Commissioners, otherwise direct), and at such prayers and divine service all the paupers shall attend, except the sick, persons of unsound mind, the young children, and such as are too infirm to do so; provided that those paupers who may object so to attend, on account of their professing religious principles differing from those of the Established Church, shall also be exempt from such attendance.

Article 125.—The guardians may authorise any inmates of the workhouse, being members of the Established Church, to attend public worship at a parish church or chapel, on every Sunday, Good Friday, and Christmas Day, under the control and inspection of the master or porter, or other officer.

Article 126.—The guardians may also authorise any inmates of the workhouse, being dissenters from the Established Church, to attend public worship at any dissenting chapel in the neighbourhood of the workhouse, on every Sunday, Good Friday, and Christmas Day.

Punishments for Misbehaviour of the Paupers.

Article 127.—Any pauper, being an inmate of the workhouse, who shall neglect to observe such of the regulations in this order as are applicable to him as such inmate;—

- Or who shall make any noise when silence is ordered to be kept;
 - Or shall use obscene or profane language;
 - Or shall by word or deed insult or revile any person;
 - Or shall threaten to strike or to assault any person;
 - Or shall not duly cleanse his person;
 - Or shall refuse or neglect to work, after having been required to do so;
 - Or shall pretend sickness;
 - Or shall play at cards or other game of chance;
 - Or shall refuse to go into his proper ward or yard, or shall enter or attempt to enter, without permission, the ward or yard appropriated to any class of paupers other than that to which he belongs;
 - Or shall climb over any fence or boundary wall surrounding any portion of the workhouse premises, or shall attempt to leave the workhouse otherwise than through the ordinary entrance;
 - Or shall misbehave in going to, at, or returning from public worship out of the workhouse, or at divine service or prayers in the workhouse;
 - Or having received temporary leave of absence, and wearing the workhouse clothes, shall return to the workhouse after the appointed time of absence, without reasonable cause for the delay;
 - Or shall wilfully disobey any lawful order of any officer of the workhouse;
- shall be deemed disorderly.

Article 128.—Any pauper, being an inmate of the workhouse, who shall, within seven days, repeat any one, or commit more than one, of the offences specified in Article 127;

- Or who shall by word or deed insult or revile the master or matron, or any other officer of the workhouse, or any of the guardians;
- Or shall wilfully disobey any lawful order of the master or matron after such order shall have been repeated;
- Or shall unlawfully strike or otherwise unlawfully assault any person;
- Or shall wilfully or mischievously damage or soil any property whatsoever belonging to the guardians;
- Or shall wilfully waste or spoil any provisions, stock, tools, or materials for work, belonging to the guardians;
- Or shall be drunk;
- Or shall act or write indecently or obscenely;

Or shall wilfully disturb other persons at public worship out of the workhouse, or at divine service or prayers in the workhouse;
Shall be deemed refractory.

Article 129.—The master may, with or without the direction of the guardians, punish any disorderly pauper by substituting, during a time not greater than forty-eight hours, for his dinner, as prescribed by the dietary, a meal consisting of eight ounces of bread, or one pound of cooked potatoes or boiled rice, and also by withholding from him, during the same period, all butter, cheese, tea, sugar, or broth, which such pauper would otherwise receive at any meal during the time aforesaid.

Article 130.—The guardians may, by special direction to be entered on their minutes, order any refractory pauper to be punished by confinement in a separate room, with or without an alteration of diet, similar in kind and duration to that prescribed in Article 129 for disorderly paupers; but no pauper shall be so confined for a longer period than twenty-four hours; or if it be deemed right that such pauper should be carried before a justice of the peace, and if such period of twenty-four hours should be insufficient for that purpose, then for such further time as may be necessary for such purpose.

Article 131.—If any offence, whereby a pauper becomes refractory under Article 128, be accompanied by any of the following circumstances of aggravation; (that is to say) if such pauper

- Persist in using violence against any person;
- Or persist in creating a noise or disturbance, so as to annoy other inmates;
- Or endeavour to excite other paupers to acts of insubordination;
- Or persist in acting indecently or obscenely in the presence of any other inmate;
- Or persist in mischievously breaking or damaging any goods or property of the guardians;

the master may, without any direction of the guardians, immediately place such refractory pauper in confinement for any time not exceeding twelve hours; which confinement shall, however, be reckoned as part of any punishment afterwards imposed by the guardians for the same offence.

Article 132.—Every refractory pauper shall be deemed to be also disorderly, and may be punished as such; but no pauper who may have been punished for any offence as disorderly, shall afterwards be punished for the same offence as refractory, and no pauper who may have been punished for any offence as refractory, shall afterwards be punished for the same offence as disorderly.

Article 133.—No pauper shall be punished by confinement or alteration in diet for any offence not committed in the

workhouse since his last admission, except in such cases as are expressly specified in Articles 127 and 128.

Article 134.—No pauper who may have been under medical care, or who may have been entered in the medical weekly return as sick or infirm, at any time in the course of the seven days next preceding the punishment, or who may be reasonably supposed to be under twelve, or above sixty years of age, or who may be pronounced by the medical officer to be pregnant, or who may be suckling a child, shall be punished by alteration of diet, or by confinement, unless the medical officer shall have previously certified in writing that no injury to the health of such pauper is reasonably to be apprehended from the proposed punishment; and any modification diminishing such punishment which the medical officer may suggest, shall be adopted by the master.

Article 135.—No pauper shall be confined between eight o'clock in the evening, and six o'clock in the morning, without being furnished with a bed and bedding suitable to the season, and with the other proper conveniences.

Article 136.—No child under twelve years of age shall be punished by confinement in a dark room, or during the night.

Article 137.—No corporal punishment shall be inflicted on any male child, except by the schoolmaster or master.

Article 138.—No corporal punishment shall be inflicted on any female child.

Article 139.—No corporal punishment shall be inflicted on any male child, except with a rod or other instrument, such as may have been approved of by the guardians or the visiting committee.

Article 140.—No corporal punishment shall be inflicted on any male child until two hours shall have elapsed from the commission of the offence for which such punishment is inflicted.

Article 141.—Whenever any male child is punished by corporal correction, the master and schoolmaster shall (if possible) be both present.

Article 142.—No male child shall be punished by flogging whose age may be reasonably supposed to exceed fourteen years.

Article 143.—The master shall keep a book to be furnished him by the guardians, in the Form (O.) hereunto annexed, in which he shall duly enter,

Firstly. All cases of refractory or disorderly paupers, whether children or adults, reported to the guardians for their decision thereon.

Secondly. All cases of paupers, whether children or adults, who may have been punished without the direction of the guardians, with the particulars of their respective offences and punishments.

Article 144.—The person who punishes any child with corporal correction shall forthwith report to the master the particulars of the offence and punishment ; and the master shall enter the same in the book specified in Article 143.

Article 145.—Such book shall be laid on the table at every ordinary meeting of the guardians ; and every entry made in such book since the last ordinary meeting shall be read to the Board by the clerk.

The guardians shall thereupon, in the first place, give direction as to the confinement or other punishment of any refractory or disorderly pauper reported for their decision, and such direction shall be entered on the minutes of the proceedings of the day, and a copy thereof shall be inserted by the clerk in the book specified in Article 143.

The guardians, in the second place, shall take into their consideration the cases in which punishments are reported to have been already inflicted by the master or other officer, and shall require the master to bring before them any pauper so punished, who may have signified a wish to see the guardians. If the guardians in any case are of opinion that the officer has acted illegally or improperly, such opinion shall be entered on the minutes, and shall be communicated to the master, and a copy of the minute of such opinion shall be forwarded to the Commissioners by the clerk.

Article 146.—If any pauper above the age of fourteen years unlawfully introduces or attempts to introduce any spirituous or fermented liquor into the workhouse, or abscond from the workhouse with clothes belonging to the guardians, the master may cause such pauper to be forthwith taken before a justice of the peace, to be dealt with according to law. And whether he do so or not, he shall report every such case to the guardians at their next ordinary meeting.

Article 147.—The master shall cause a legible copy of Articles 127, 128, 129, 130, and 131 to be kept suspended in the dining-hall of the workhouse, or in the room in which the inmates usually eat their meals, and also in the board-room of the guardians.

Visiting Committee.

Article 148.—The guardians shall appoint one or more visiting committees from their own body, and each of such committees shall carefully examine the workhouse or workhouses of the union once in every week at the least, inspect the last reports of the chaplain and medical officer, examine the stores, afford, so far as is practicable, to the inmates an opportunity of making any complaints, and investigate any complaints that may be made to them.

Article 149.—The visiting committee shall, from time to time, write such answers as the facts may warrant to the

following queries, which are to be printed in a book, entitled the Visitors' Book, to be provided by the guardians, and kept in every workhouse for that purpose, and to be submitted regularly to the guardians at their ordinary meetings:—

- Q. 1. Is the workhouse, with its wards, offices, yards, and appurtenances, clean and well ventilated in every part?—and is the bedding in proper order?—if not, state the defect or omission.
- Q. 2. Do the inmates of the workhouse, of all classes, appear clean in their persons, and decent and orderly in their behaviour; and is their clothing regularly changed?
- Q. 3. Are the inmates of each sex employed and kept at work as directed by the guardians, and is such work unobjectionable in its nature?—if any improvement can be suggested in their employment, state the same.
- Q. 4. Are the infirm of each sex properly attended to, according to their several conditions?
- Q. 5. Are the boys and girls in the school properly instructed as required by the regulations of the Commissioners, and is their industrial training properly attended to?
- Q. 6. Are the young children properly nursed and taken care of, and do they appear in a clean and healthy state?—Is there any child not vaccinated?
- Q. 7. Is regular attendance given by the medical officer?—Are the inmates of the sick wards properly tended?—Are the nurses efficient?—Is there any infectious disease in the workhouse?
- Q. 8. Is there any dangerous lunatic or idiot in the workhouse?
- Q. 9. Is Divine Service regularly performed?—Are prayers regularly read?
- Q. 10. Is the established dietary duly observed?—and are the prescribed hours of meals regularly adhered to?
- Q. 11. Are the provisions and other supplies of the qualities contracted for?
- Q. 12. Is the classification properly observed according to Arts 98 and 99?
- Q. 13. Is any complaint made by any pauper against any officer, or in respect of the provisions or accommodations?—if so, state the name of the complainant, and the subject of the complaint.
- Q. 14. Does the present number of inmates in the workhouse exceed that fixed by the Poor Law Commissioners?

Repairs and Alterations of the Workhouse.

Article 150.—The guardians shall once at least in every year, and as often as may be necessary for cleanliness, cause all the rooms, wards, offices, and privies belonging to the workhouse to be limewashed.

Article 151.—The guardians shall cause the workhouse and all its furniture and appurtenances to be kept in good and substantial repair; and shall, from time to time, remedy without delay any such defect in the repair of the house, its drainage, warmth, or ventilation, or in the furniture or fixtures hereof, as may tend to injure the health of the inmates.

Government of the Workhouse by the Guardians.

Article 152.—We do declare, that, subject to the Rules and Regulations herein concerned, the guidance, government, and control of every workhouse, and of the officers, servants, assistants, and paupers within such workhouse, shall be exercised by the guardians of the union.

Appointment of Officers.

Article 153.—The guardians shall, whenever it may be requisite, or whenever a vacancy may occur, appoint fit persons to hold the under-mentioned offices, and to perform the duties respectively assigned to them; namely,

1. Clerk to the guardians.
2. Treasurer of the union.
3. Chaplain.
4. Medical officer for the workhouse.
5. District medical officer.
6. Master of the workhouse.
7. Matron of the workhouse.
8. Schoolmaster.
9. Schoolmistress.
10. Porter.
11. Nurse.
12. Relieving officer.
13. Superintendent of out-door labour.

And also such assistants as the guardians, with the consent of the Commissioners, may deem necessary for the efficient performance of the duties of any of the said offices.

Article 154.—The officers so appointed to or holding any of the said offices, as well as all persons temporarily discharging the duties of such offices, shall respectively perform such duties as may be required of them by the Rules and Regulations of the Commissioners, in force at the time, together with all such other duties conformable with the nature of their respective offices, as the guardians may lawfully require them to perform.

Mode of Appointment.

Article 155.—Every officer and assistant, to be appointed under this Order, shall be appointed by a majority of the guardians present at a meeting of the Board, consisting of more than three guardians, or by three guardians if no more be present. Every such appointment* shall, as soon as the same has been made, be reported to the Commissioners by the clerk.

Article 156.—No appointment to any of the offices specified in Article 153, shall be made under this Order unless a notice that the question of making such appointment will be brought before the Board has been given and entered on the minutes, at one of the two ordinary meetings of the Board next preceding the meeting at which the appointment is made, or unless an advertisement giving notice of the consideration of such appointment shall have appeared in some public paper by the direction of the guardians at least seven days before the day on which such appointment is made: Provided that no such notice or advertisement shall be necessary for the appointment of an assistant or temporary substitute.

Article 157.—The guardians shall not, by advertisement, or other public notice, printed or written, invite tenders for the supply of medicines, or for the medical attendance on the paupers of the union, unless such advertisement or notice shall specify the district or place for which supply of medicines and such attendance is required, together with the amount of salary or other remuneration.

Article 158.—The guardians may from time to time divide the union into districts for general and medical relief, with the consent of the Commissioners; and on any change in the division of the union into districts for general and medical relief, or in the assignment of relieving officers and medical officers to such districts, the clerk shall report every such change to the Commissioners for their approbation.

Article 159.—The guardians shall not assign to any medical officer a district which exceeds in extent the area of fifteen thousand statute acres, or which contains a population exceeding the number of fifteen thousand persons, according to the then last enumeration of the population published by authority of Parliament.

Article 160.—Provided that if it be impracticable, consistently with the proper attendance on the sick poor, for the guardians to divide the union into districts containing respectively an area and population less than is specified in Article 159, then and in such case the guardians shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which in their opinion make it necessary to form a district exceeding the said limits, and shall transmit a copy of such minute to the Commissioners

* See Article 2 of the Order dated August 19, 1867, at p. 255 below.

for their consideration, and if the Commissioners signify their approval thereof to such guardians, then and in such case, but not otherwise, such guardians may proceed to assign the said district to a medical officer.

Article 161.—Provided also, that the limit of fifteen thousand statute acres, prescribed in Article 159, shall not apply to any medical district situate wholly or in part within the principality of Wales; but no medical district situate wholly or in part within that principality shall be assigned to any medical officer residing more than seven miles from any part of any parish included within such district, unless such district shall have been specially sanctioned by the Commissioners in the same manner as is directed in Article 160.

Qualifications of Officers.

Article 162.—No person shall hold the office of clerk, treasurer, master, or relieving officer under this order who has not reached the age of twenty-one years.

Article 163.—No person shall hold the office of master of a workhouse, or matron of a workhouse having no master, unless he or she be able to keep accounts.

Article 164.—No person shall hold the office of relieving officer unless he be able to keep accounts, and unless he reside in the district for which he may be appointed to act, devote his whole time to the performance of the duties of his office, and abstain from following any trade or profession, and from entering into any other service.

Article 165.—No person shall hold the office of nurse who is not able to read written directions upon medicines.

Article 166.—Provided always, that the guardians may with the consent of the Commissioners previously obtained, but not otherwise, dispense with any of the conditions specified in Articles 162, 163, 164, and 165.

Article 167.—No person shall be appointed to the office of master, matron, schoolmaster, schoolmistress, porter, or relieving officer, under this order, who does not agree to give one month's notice previous to resigning the office, or to forfeit one month's amount of salary, to be deducted as liquidated damages from the amount of salary due at the time of such resignation.

* Article 168.

Article 169.—Provided always, that if it be impracticable, consistently with the proper attendance on the sick poor, for the guardians to procure a person residing within the district

* Article 168 was rescinded as regards appointments made subsequently to March 1, 1860, and new provisions made by the Order of December 10, 1859, printed at p. 143 below.

in which he is to act, and duly qualified in one of the four modes recited in Article 168, to attend on the poor in such district, or that the only person resident within such district, and so qualified, shall have been dismissed from office by the Commissioners, or shall be unfit or incompetent to hold the office of medical officer, then and in such case the guardians shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which, in their opinion, make it necessary to employ a person not qualified as required by Article 168, and shall forthwith transmit a copy of such minute to the Commissioners for their consideration; and the Commissioners may permit the employment by such guardians of any person duly licensed to practise as a medical man, although such person be not qualified in one of the four modes required by Article 168.

Article 170.—Provided also, that the guardians may, with the consent of the Commissioners, continue in office any medical officer duly licensed to practise as a medical man already employed by any such guardians, although such medical officer may not be qualified in one of the four modes required by Article 168.

Article 171.—No person shall hold the office of chaplain under this order without the consent of the bishop of the diocese to his appointment, signified in writing.

Remuneration of the Officers.

Article 172.—The guardians shall pay to the several officers and assistants appointed to or holding any office or employment under this Order, such salaries or remuneration as the Commissioners may from time to time direct or approve.

Provided that the guardians with the approval of the Commissioners may pay to any officer or person employed by such guardians a reasonable compensation on account of extraordinary services, or other unforeseen circumstances connected with the duties of such officer or person or the necessities of the union.

Article 173.—The salary of every officer, or assistant, appointed to, or holding any office or employment under this Order, shall be payable up to the day on which he ceases to hold such office or employment, and no longer.

Article 174.—If no remuneration or salary be expressly assigned to the treasurer, the profit arising from the use of money from time to time left in his hands shall be deemed to be the payment of his services.

Article 175.—An officer who may be suspended and who may without the previous removal of such suspension be dismissed by the Commissioners, shall not be entitled to any salary from the date of such suspension.

Article 176.—The guardians shall not pay to any officer bound to account, to be hereafter appointed, who may have been removed, or who may be under suspension from his office, any salary claimed by such officer until his accounts shall have been audited by the auditor.

Article 177.—No salary of any district medical officer shall include the remuneration for operations and services of the following classes performed by such medical officer in that capacity for any out-door pauper, but such operations and services shall be paid for by the guardians, according to the rates specified in this Article.

	£	s.	d.
1. Treatment of compound fractures of the thigh - - - - -	5	0	0
2. Treatment of compound fractures or compound dislocations of the leg - - -			
3. Amputation of leg, arm, foot, or hand- - -			
4. The operation for strangulated hernia - - -			
5. Treatment of simple fractures or simple dislocations of the thigh or leg - - -	3	0	0
6. Amputation of a finger or toe - - -	2	0	0
7. Treatment of dislocation or fractures of the arm - - - - -	1	0	0

The above rates shall include the payment for the supply of all kinds of apparatus and splints.

Article 178.*

Article 179.—Provided also, that if in any case the patient has not survived the operation more than thirty-six hours, and has not required and received several attendances after the operation by the medical officer who has performed the same, such medical officer shall be entitled only to one half of the payments respectively prescribed above.

Article 180.—Provided also, that if several of the fees specified in Article 177 become payable with respect to the same person at the same time, and in consequence of the same cause or injury, the medical officer shall be entitled only to one of such fees, and if they be unequal, to the highest.

Article 181.—In any surgical case, not provided for in Article 177, which has presented peculiar difficulty, or required and received long attendance from the district medical officer, the guardians may make to the said medical officer such reasonable extra allowance as they may think fit, and the Commissioners may approve.

Article 182.—In cases in which any medical officer, either for a workhouse or a district, shall be called on by order of

* Article 178 was rescinded and new provisions made by the Order of June 10, 1875, printed at p. 159 below.

a person legally qualified to make such order, to attend any woman in or immediately after childbirth, or shall, under circumstances of difficulty or danger, without any order, visit any such woman actually receiving relief, or whom the guardians may subsequently decide to have been in a destitute condition, such medical officer shall be paid for his attendance and medicines by a sum of not less than ten shillings, nor more than twenty shillings, according as the guardians may agree with such officer.

Article 183.—Provided that in any special case in which great difficulty may have occurred in the delivery, or long subsequent attendance in respect of some puerperal malady or affection may have been requisite, any district medical officer shall receive the sum of two pounds.

*Security of the Officers.**

Article 184.—Every treasurer, master, matron of a workhouse in which there is no master, collector, or relieving officer, every person hereafter appointed as clerk, and every other officer whom the guardians shall require so to do, shall respectively give a bond conditioned for the due and faithful performance of the duties of the office, with two sufficient sureties, not, in the case of any security to be hereafter entered into, being officers of the same union; and every officer who shall have entered into any such security shall give immediate note to the guardians of the death, insolvency, or bankruptcy of either of such sureties, and shall, when required by the guardians, produce a certificate, signed by two householders, that his sureties are alive, and believed by them to be solvent, and such officer shall supply a fresh surety, in the place of any such surety who may die, or become bankrupt or insolvent.

Article 185.—Provided that the guardians may, if they think fit, take the security of any society or company expressly authorised by statute to guarantee or secure the faithful discharge of the duties of such officers.

Article 186.—Provided also, that the guardians may, with the consent of the Commissioners, dispense with such security in the case of any banking firm acting as treasurer, or in the case of a treasurer, being a banker or partner of such firm.

Continuance in Office and Suspension of Officers.—Supply of Vacancies.

Article 187.—Every officer appointed to or holding any office under this Order, other than a medical officer, shall continue to hold the same until he die, or resign, or be removed

* As to security by treasurer see Order of November 28, 1903, printed at p. 171 below. As to security by other officers see the Order of October 29, 1903, printed at p. 169 below.

by the Commissioners, or be proved to be insane, to the satisfaction of the Commissioners.*

Article 188.—Provided always, that every porter, nurse, assistant, or servant may be dismissed by the guardians without the consent of the Commissioners; but every such dismissal, and the grounds thereof, shall be reported to the Commissioners.

Article 189.—If any master and matron hereafter appointed be husband and wife, and one of them should be dismissed by Order of the Commissioners, or should otherwise vacate his or her office, or should die, the other or survivor shall, at the expiration of the then current quarter, cease to hold his or her office of master or matron, as the case may be.†

Article 190.—No officer of a workhouse who may have been dismissed by any Order of the Commissioners, shall, after such dismissal, remain upon the workhouse premises, or enter therein for the purpose of interfering in the management of such workhouse, unless the Commissioners have consented to his subsequent appointment to an office in such workhouse, under the provisions of the said first-recited Act, or to his temporary employment therein.

Article 191.† * * * *

Article 192.—The guardians may at their discretion suspend from the discharge of his or her duties any master, matron, schoolmaster, schoolmistress, medical officer, relieving officer, or superintendent of out-door labour; and the guardians shall, in case of every such suspension, forthwith report the same, together with the cause thereof, to the Commissioners; and if the Commissioners remove the suspension of such officer by the guardians, he or she shall forthwith resume the performance of his or her duties.

Article 193.—If any officer, or assistant, appointed to or holding any office or employment under this Order, be at any time prevented by sickness or accident, or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may pay him a reasonable compensation for his services; and every such appointment shall be reported to the Commissioners as soon as the same shall have been made.

Article 194.—The vice-chairman, or some guardian to be appointed by the guardians, may perform any of the duties assigned to the clerk until any vacancy in the office shall have been filled, or until a substitute be appointed in the case of the sickness, accident, or absence of the clerk.

* But see Article 1 of Order of February 12, 1879, printed at p. 161 below.

† This Article was rescinded by the Order of February 15, 1855; the provisions now in force are contained in the Order of May 25, 1857, printed at p. 141 below, which rescinded that of February 15, 1855, with a saving as to previous appointments.

Article 195.—When any officer may die, resign, or become legally disqualified to perform the duties of his office, the guardians shall, as soon as conveniently may be after such death, resignation, or disqualification, give notice thereof to the Commissioners, and proceed to make a new appointment to the office so vacant in the manner prescribed by the above regulations.

Article 196.—If any officer give notice of an intended resignation to take effect on a future day, the guardians may elect a successor to such officer, in conformity with the above regulations, at any time subsequent to such notice.

Article 197.—In the case of any medical officer who holds his office for a specified term, the guardians may provide for the continuance of such officer, or appoint his successor, within the three calendar months next before the expiration of such term.

Personal Discharge of Duties.

Article 198.—In every case not otherwise provided for by this Order, every officer shall perform his duties in person, and shall not intrust the same to a deputy, except with the special permission of the Commissioners on the application of the guardians.

Article 199.—Every medical officer shall be bound to visit and attend personally, as far as may be practicable, the poor persons intrusted to his care, and shall be responsible for the attendance on them.

Article 200.—Every medical officer shall, as soon as may be after his appointment, name to the guardians some legally qualified medical practitioner to whom application for medicines or attendance may be made, in the case of his absence from home, or other hindrance to his personal attendance, and who will supply the same at the cost of such medical officer, and the name and residence of every medical practitioner so named shall be forwarded by the clerk to each relieving officer, and to the overseers of every parish in the district of such medical officer.

Duties of the Officers.

Article 201.—And We do hereby define and specify the duties of the several officers appointed to or holding their offices under this Order, and direct the execution thereof, to be as follows :—

Duties of the Clerk.

Article 202.—The following shall be the duties of the clerk :—

- No. 1. To attend all meetings of the board of guardians, and to keep punctually minutes of the proceedings at

every meeting, to enter the said minutes in a book, and to submit the same so entered to the presiding chairman at the succeeding meeting for his signature.

- No. 2. To keep, check, and examine all accounts, books of accounts, minutes, books, and other documents as required of him by the regulations of the Commissioners, or relating to the business of the guardians, and from time to time to produce all such books and documents, together with the necessary vouchers, and the bonds of any officers, with any certificates relating thereto, which may be in his custody, to the auditor of the union, at the place of audit and at the time and in such manner as may be required by the regulations of the Commissioners.
- No. 3. To peruse and conduct the correspondence of the guardians according to their directions, and to preserve the same, as well as all Orders of the Commissioners, and letters received, together with copies of all letters sent, and all letters, books, papers, and documents belonging to the union, or intrusted to him by the guardians, and to make all necessary copies thereof.
- No. 4. To prepare all written contracts and agreements to be entered into by any parties with the guardians, and to see that the same are duly executed, and to prepare all bonds or other securities to be given by any of the officers of the union, and to see that the same are duly executed by such officers and their sureties.
- No. 5. To receive all requisitions of guardians for extraordinary meetings, and to summon such meetings accordingly; and to make, sign, and send all notices required to be given to the guardians, by this or any other Order of the Commissioners.
- No. 6. To countersign all orders legally made by the guardians on overseers, for the payment of money, and all orders legally drawn by the guardians upon the treasurer.
- No. 7. To ascertain, before every ordinary meeting of the board, the balance due to or from the union, in account with the treasurer, and to enter the same in the minute book.
- No. 8. At the first meeting of the guardians in each quarter, to lay before the guardians, or some committee appointed by them, the non-settled poor account, and the non-resident poor account, posted in his ledger to the end of the preceding quarter, and to take the directions of the guardians respecting the remittance of cheques or post office orders to the guardians of any other union or parish, or the transmission of accounts due from other unions or parishes, and requests for payment.
- No. 9. Within fourteen days from the close of each quarter, to transmit by post all accounts of relief administered in the course of the preceding quarter to non-settled poor to the guardians of the unions and parishes on account

of which such relief was given; and to state in every account so transmitted the names and classes of the several paupers to whom the relief in question has been administered.

No. 10. To communicate to the several officers and persons engaged in the administration of relief within the union, all Orders and Directions of the Commissioners, or of the guardians; and so far as may be, to give the instructions requisite for the prompt and correct execution of all such Orders and Directions, and to report to the guardians any neglect or failure therein which may come to his knowledge.

* No. 11. To conduct all applications by or on behalf of the guardians to any justice or justices at petty or special sessions, or out of sessions, and if he be an attorney or solicitor to perform and execute, without charge for anything beyond disbursements, all legal business connected with the union, or in which the guardians shall be engaged, except prosecutions at the assizes or quarter or general sessions, or Central Criminal Court, all other proceedings at the said quarter or general sessions, actions and other proceedings in the superior courts of law, suits and other proceedings in the superior courts of equity, and Parliamentary business.

* No. 11A. He shall take care in every case that his bill for legal business against the guardians shall be duly taxed before the same shall be paid.

No. 12. To prepare and transmit all reports, answers, or returns, as to any question or matter connected with or relating to the administration of the laws for the relief of the poor in the union, or to any other business of the union, which are required by the regulations of the Commissioners, or which the Commissioners, or any Assistant Commissioner, may lawfully require from him.

No. 13. To conduct duly and impartially, and in strict conformity with the regulations in force at the time, the annual or any other election of guardians.

No. 14. To observe and execute all lawful orders and directions of the guardians applicable to his office.

Duties of the Treasurer of the Union.

Article 203.—The following shall be the duties of the treasurer of the union:—

No. 1. To receive all moneys tendered to be paid to the guardians, and to place the same to their credit.

No. 2. To pay out of any moneys for the time being in his hands belonging to the guardians, all orders for money which shall be drawn upon him, in conformity with

* The new Nos. 11, 11A were substituted for the previous No. 11 by the Order of February 1866.

*Article 84, when the same shall be presented at the [house] or usual place of business of the treasurer, and within the usual hours of business.

No. 3. To keep an account, under the proper dates, of all moneys received and paid by him as such treasurer, to balance the same at Lady-day and Michaelmas in every year, and to render an account of such moneys to the guardians, when required by them to do so.

No. 4. Whenever there are not funds belonging to the guardians in his hands as treasurer of the union, to report in writing the fact of such deficiency to the Commissioners.

No. 5. To submit a proper account, together with the bonds of any officers which may be in his custody, to the auditor at the place of audit, and at the time and in such manner as may be required by the regulations of the Commissioners.

No. 6. To receive the moneys payable to him as treasurer of the union, under any Act of Parliament or other authority of law.

Article 204.—Provided that the regulations in Article 203 shall not be applicable to cases in which the governor and company of the Bank of England may act as treasurer of the union or bankers to the guardians.

Duties of a Medical Officer.

Article 205.—The following shall be the duties of every medical officer appointed by the guardians, whether he be the medical officer for a workhouse or for a district :—

No. 1. To give to the guardians, when required, any reasonable information respecting the case of any pauper who is or has been under his care ; to make any such written report relative to any sickness prevalent among the paupers under his care as the guardians or the Commissioners may require of him ; and to attend any meeting of the board of guardians when requested by them to do so.

No. 2. To give a certificate respecting children whom it is proposed to apprentice, in conformity with Articles 59 and 61.

No. 3. To give a certificate under his hand in every case to the guardians, or the relieving officer, or the pauper on whom he is attending, of the sickness of such pauper or other cause of his attendance, when required to do so.

No. 4. In keeping the books prescribed by this Order, to employ, so far as is practicable, the terms used or recommended in the regulations and statistical nosology issued by the Registrar-General ; and also to show when the visit or attendance made or given to any pauper was made or given by any person employed by himself.

* See the Order of November 28, 1903, printed at p. 171 below.

Duties of a District Medical Officer.

Article 206.—The following shall be the duties of a district medical officer :—

- No. 1. To attend duly and punctually upon all poor persons requiring medical attendance within the district of the union assigned to him, and according to his agreement to supply the requisite medicines to such persons, whenever he may be lawfully required to furnish such attendance or medicines by a written or printed order of the guardians, or of a relieving officer of the union, or of an overseer.
 - No. 2. On the exhibition to him of a ticket, according to Article 76, and on application made on behalf of the party to whom such ticket was given, to afford such medical attendance and medicines as he would be bound to supply if he had received in each case an order from the guardians to afford such attendance and medicines.
 - No. 3. To inform the relieving officer of any poor person whom he may attend without an order.
 - No. 4. To make a return to the guardians at each ordinary meeting, in a book prepared according to the form marked (P.) hereunto annexed, and to insert therein the date of every attendance, and the other particulars required by such form, in conformity with Article 205, No. 4.
- Provided, however, that the medical officer may, with the consent of the guardians, but not otherwise, make the entries which he is directed to make in such book on detached sheets of paper, according to the same form, and cause the same to be laid before the guardians at every ordinary meeting, instead of such book; and the guardians shall, in that case, cause such sheets to be bound up at the end of the year.

Duties of the Medical Officer for the Workhouse.

Article 207.—The following shall be the duties of the medical officer for the workhouse :—

- No. 1. To attend at the workhouse at the periods fixed by the guardians, and also when sent for by the master or matron.
- No. 2. To attend duly and punctually upon all poor persons in the workhouse requiring medical attendance, and according to his agreement to supply the requisite medicines to such persons.
- No. 3. To examine the state of the paupers on their admission into the workhouse, and to give the requisite directions to the master according to Articles 91 and 92.
- No. 4. To give directions and make suggestions as to the diet, classification, and treatment of the sick paupers, and

paupers of unsound mind, and to report to the guardians any pauper of unsound mind in the workhouse whom he may deem to be dangerous, or fit to be sent to a lunatic asylum.

- No. 5. To give all necessary instruction as to the diet or treatment of children and women suckling children, and to vaccinate such of the children as may require vaccination.
- No. 6. To report in writing to the guardians any defect in the diet, drainage, ventilation, warmth, or other arrangements of the workhouse, or any excess in the number of any class of inmates, which he may deem to be detrimental to the health of the inmates.
- No. 7. To report in writing to the guardians any defect which he may observe in the arrangements of the infirmary, and in the performance of their duties by the nurses of the sick.
- No. 8. To make a return to the guardians, at each ordinary meeting, in a book prepared according to the Form (Q.) hereunto annexed, and to insert therein the date of every attendance, in conformity with Article 205, and the other particulars required by such form to be inserted by the medical officer, and to enter in such return the death of every pauper who shall die in the workhouse, together with the apparent cause thereof.
- No. 9. To enter in the commencement of such book, according to the form marked (R.) hereunto annexed, the proper dietary for the sick paupers in the house in so many different scales as he shall deem expedient.

Duties of the Master.

Article 208.—The following shall be the duties of the master :—

- No. 1. To admit paupers into the workhouse, in obedience to the orders specified in Article 88, and also every person applying for admission who may appear to him to require relief through any sudden or urgent necessity, and to cause every pauper, upon admission, to be examined by the medical officer, as is directed in Article 91.
- No. 2. To cause every male pauper above the age of seven years, upon admission, to be searched, cleansed, and clothed, and to be placed in the proper ward.
- No. 3. To enforce industry, order, punctuality, and cleanliness, and the observance of all regulations for the government of the workhouse by the paupers, and by the several officers, assistants, and servants therein.
- No. 4. To read prayers to the paupers before breakfast and after supper every day, or cause prayers to be read, according to Article 124.

- No. 5. To cause the paupers to be inspected, and their names called over, in conformity with Article 103, in order that it may be seen that each individual is clean and in a proper state.
- No. 6. To provide for and enforce the employment of the able-bodied adult paupers, during the hours of labour; to assist in training the youths in such employment as will best fit them for gaining their own living; to keep the partially disabled paupers occupied to the extent of their ability; and to allow none who are capable of employment to be idle at any time.
- No. 7. To visit the sleeping wards of the male paupers at eleven o'clock in the forenoon of every day and see that such wards have been all duly cleansed and are properly ventilated.
- No. 8. To see that the meals of the paupers are duly provided, dressed, and served, according to the directions in Articles 104 and 107, and to superintend the distribution of the food.
- No. 9. To say, or cause to be said, grace before and after meals.
- No. 10. To visit all the wards of the male paupers before nine o'clock every night in winter, and ten o'clock in summer, and see that all the male paupers are in bed, and that all fires and lights therein are extinguished, except so far as may be necessary for the sick.
- No. 11. To receive from the porter the keys of the workhouse at nine o'clock every night, and to deliver them to him again at six o'clock every morning, or at such hours as shall from time to time be fixed by the guardians.
- No. 12. To see that the male paupers are properly clothed, and that their clothes are kept in proper repair.
- No. 13. To cause the birth of every child born in the workhouse to be registered by the registrar of births and deaths within the space of one week after such child shall have been born; and also to enter such birth in a register kept according to Form (S.) hereunto annexed.
- No. 14. To send for the medical officer in case any pauper is taken ill or becomes insane, and to take care that all sick and insane paupers are duly visited by the medical officer, and are provided with such medicines and attendance, diet and other necessaries, as the medical officer or the guardians direct, and to apprise the nearest relation in the workhouse of the sickness of any pauper, and, in the case of dangerous sickness, to send for the chaplain, and any relative or friend of the pauper, resident within a reasonable distance, whom the pauper may desire to see.
- No. 15. To take care that no pauper at the approach of death shall be left unattended either during the day or the night.

- No. 16. To give immediate information of the death of any pauper in the workhouse to the medical officer, and to the nearest relations of the deceased who may be known to him, and who may reside within a reasonable distance; and if the body be not removed within a reasonable time, to provide for the interment thereof.
- No. 17. When requisite, to cause the death of every pauper dying in the workhouse to be duly registered by the registrar of births and deaths within five days after the day of such death; and also to enter such death in a register kept according to Form (T.) hereunto annexed.
- No. 18. To deliver an inventory of the clothes and other property of any pauper who may have died in the workhouse, to the guardians at their next ordinary meeting.
- No. 19. To keep such portion of the workhouse medical relief book prescribed in this order as is assigned to him in the form marked (Q.), and to keep all books or accounts which he is, or hereafter may be, by any Order of the Commissioners, directed and required to keep, to allow the same to be constantly open to the inspection of any of the guardians of the union, and to submit the same to the guardians at their ordinary meetings.
- No. 20. To submit to the guardians, at every ordinary meeting, an estimate of such provisions and other articles as are required for the use of the workhouse, and to receive and execute the directions of the guardians thereupon.
- No. 21. To receive all provisions and other articles purchased or procured for the use of the workhouse, and before placing them in store to examine and compare them with the bills of parcels or invoices severally relating thereto; and after having proved the accuracy of such bills or invoices, to authenticate the same with his signature, and submit them to the guardians at their next ordinary meeting.
- No. 22. To receive and take charge of all provisions, clothing, linen, and other articles belonging to the workhouse, or confided to his care by the guardians, and issue the same to the matron or other persons as may be required.
- No. 23. To report to the guardians from time to time the names of such children as the schoolmaster may recommend as fit to be put out to service, or other employment, and to take the necessary steps for carrying into effect the directions of the guardians thereon.
- No. 24. To take care that the wards, rooms, larder, kitchen, and all other offices of the workhouse, and all the utensils and furniture thereof, be kept clean and in good order; and as often as any defect in the same, or in the state of the workhouse, shall occur, to report the same in writing to the guardians at their next ordinary meeting.

- No. 25. To submit to the guardians, at every ordinary meeting, a report of the number of the inmates in the workhouse according to the Form (U.) hereto annexed.
- No. 26. To bring before the visiting committee or the guardians any pauper inmate desirous of making a complaint or application to the guardians.
- No. 27. To report forthwith to the medical officer and to the guardians, in writing, all cases in which any restraint or compulsion may have been used towards any pauper inmate of unsound mind in the workhouse.
- No. 28. To keep a book, in which he shall enter all his written reports to the guardians or to the medical officer, and to lay the same before the guardians at every ordinary meeting.
- No. 29. To inform the visiting committee and the guardians of the state of the workhouse in every department, and to report in writing to the guardians any negligence or other misconduct on the part of any of the subordinate officers or servants of the establishment; and generally to observe and fulfil all lawful orders and directions of the guardians suitable to his office.

Article 209.—The master shall not, except in case of necessity, purchase or procure any articles for the use of the workhouse, nor order any alterations or repairs of any part of the premises, or of the furniture or other articles belonging thereto, nor pay any moneys on account of the workhouse, or of the unions, without the authority of the guardians, nor apply any articles belonging to the guardians to purposes other than those authorised or approved of by such guardians.

Duties of the Matron.

Article 210.—The following shall be the duties of the matron:—

- No. 1. In the absence of the master, or during his inability to act, to act as his substitute in the admission of paupers into the workhouse, according to Articles 88 and 208, Nos. 1 and 2, and to cause every pauper upon such admission to be examined by the medical officer, as is directed in Article 91.
- No. 2. To cause the pauper children under the age of seven years, and the female paupers, to be searched, cleansed, and clothed upon their admission, and to be placed in their proper wards.
- No. 3. To provide for and enforce the employment of the able-bodied female paupers during the hours of labour, and to keep the partially disabled female paupers occupied to the extent of their ability, and to assist the schoolmistress in training up the children so as best to fit them for service.

- No. 4. To call over the names of the paupers as is directed in Article 103, to inspect their persons, and see that each individual is clean.
- No. 5. To visit the sleeping wards of the female paupers at eleven o'clock of the forenoon of every day, and to see that such wards have been all duly cleansed and are properly ventilated.
- No. 6. To visit all the wards of the females and children every night before nine o'clock, and to ascertain that all the paupers in such wards are in bed, and all fires and lights not necessary for the sick or for women suckling their children therein extinguished.
- No. 7. To pay particular attention to the moral conduct and orderly behaviour of the females and children and to see that they are clean and decent in their dress and persons.
- No. 8. To superintend and give the necessary directions for making and mending the linen and clothing supplied to the male paupers, and all the clothing supplied to the female paupers and children, and to take care that all such clothing be properly numbered and marked on the inside with the name of the union.
- No. 9. To see that every pauper in the workhouse has clean linen and stockings once a week, and that all the beds and bedding be kept in a clean and wholesome state.
- No. 10. To take charge of the linen and stockings for the use of the paupers, and the other linen in use in the workhouse, and to apply the same to such purposes as shall be authorised or approved of by the guardians, and to no other.
- No. 11. To superintend and give the necessary directions concerning the washing, drying, and getting up of the linen, stockings, and blankets, and to see that the same be not dried in the sleeping wards, or in the sick wards.
- No. 12. To take proper care of the children and sick paupers, and to provide the proper diet for the same, and for women suckling infants, and to furnish them with such changes of clothes and linen as may be necessary.
- No. 13. To assist the master in the general management and superintendence of the workhouse, and especially in—
- Enforcing the observance of good order, cleanliness, punctuality, industry, and decency of demeanour among the paupers ;—
 - Cleansing and ventilating the sleeping wards and the dining-hall, and all other parts of the premises ;—
 - Placing in store and taking charge of the provisions, clothing, linen, and other articles belonging to the union.

No. 14. When requested by the porter in pursuance of Article 214, No. 5, to search any female entering or leaving the workhouse under the circumstances described in that article.

No. 15. To report to the master any negligence or other misconduct on the part of any of the female officers, or servants of the establishment, or any case in which restraint or compulsion may have been used towards any female inmate of unsound mind.

No. 16. And generally to observe and fulfil all lawful orders and directions of the guardians suitable to her office.

Duties of the Chaplain.

Article 211.—The following shall be the duties of the chaplain :—

No. 1. To read prayers and preach a sermon to the paupers and other inmates of the workhouse on every Sunday, and on Good Friday and Christmas Day, unless the guardians, with the consent of the Commissioners, may otherwise direct.

No. 2. To examine the children, and to catechise such as belong to the Church of England, at least once in every month, and to make a record of the same, and state the dates of his attendance, the general progress and condition of the children, and the moral and religious state of the inmates generally, in a book to be kept for that purpose, to be laid before the guardians at their next ordinary meeting and to be termed "The Chaplain's Report."

No. 3. To visit the sick paupers, and to administer religious consolation to them in the workhouse, at such periods as the guardians may appoint, and when applied to for that purpose by the master or matron.

Duties of the Schoolmaster and Schoolmistress.

Article 212.—The following shall be the duties of the schoolmaster and schoolmistress for the workhouse, or either of them :—

No. 1. To instruct the boys and girls according to the directions in Article 114.

No. 2. To regulate the discipline and arrangements of the school, and the industrial and moral training of the children, subject to the direction of the guardians.

No. 3. To accompany the children when they quit the workhouse for exercise, or for attendance at public worship, unless the guardians shall otherwise direct.

No. 4. To keep the children clean in their persons and orderly and decorous in their conduct.

No. 5. To assist the master and matron respectively in maintaining due subordination in the workhouse.

Duties of a Nurse.

Article 213.—The following shall be the duties of a nurse for the workhouse :—

- No. 1. To attend upon the sick in the sick and lying-in wards, and to administer to them all medicines and medical applications according to the directions of the medical officer.
- No. 2. To inform the medical officer of any defects which may be observed in the arrangements of the sick or lying-in ward.
- No. 3. To take care that a light is kept at night in the sick ward.

Duties of the Porter.

Article 214.—The following shall be the duties of the porter of the workhouse :—

- No. 1. To keep the gate, and to prevent any person not being an officer of the workhouse, or of the union, an Assistant Poor Law Commissioner, or any person authorised by law, or by the Commissioners, or guardians, from entering into or going out of the house without the leave of the master or matron.
- No. 2. To keep a book in which he shall enter the name and business of every officer or other person who shall go into the workhouse, and the name of every officer or other person who shall go out thereof, together with the time of such officer's or person's going in or out.
- No. 3. To receive all paupers who apply or present themselves for admission in conformity with Article 88, and if the master and matron be both absent, to place such paupers in the receiving ward until the master or matron return.
- No. 4. To examine all parcels and goods before they are received into the workhouse, and prevent the admission of any spirituous or fermented liquors, or other articles contrary to any of the regulations contained in this Order or otherwise contrary to law.
- No. 5. To search any male pauper entering or leaving the workhouse, whom he may suspect of having possession of any spirits or other prohibited articles, and to require any other person entering the workhouse whom he may suspect of having possession of any such spirits or prohibited articles, to satisfy him to the contrary before he permit such person to be admitted, and in the case of any female, to cause the matron to be called for the purpose of searching her, if necessary.
- No. 6. To examine all parcels taken by any pauper out of the workhouse, and to prevent the undue removal of any article from the premises.

- No. 7. To lock all the outer doors, and take the keys to the master at nine o'clock every night, and to receive them back from him every morning at six o'clock, or at such hours as shall from time to time be fixed by the guardians; and if any application for admission to the workhouse be made after the keys shall have been so taken to the master, to apprise the master forthwith of such application.
- No. 8. To assist the master and matron in preserving order, and in enforcing obedience and due subordination in the workhouse.
- No. 9. To inform the master of all things affecting the security and order of the workhouse, and to obey all lawful directions of the master or matron, and of the guardians, suitable to his office.

Duties of a Relieving Officer.

Article 215.—The following shall be the duties of a relieving officer:—

- No. 1.—To attend all ordinary meetings of the guardians, and to attend all other meetings when summoned by the clerk.
- No. 2. To receive all applications for relief made to him within his district, or relating to any parish situated within his district, and forthwith to examine into the circumstances of every case by visiting the house of the applicant (if situated within his district), and by making all necessary inquiries into the state of health, the ability to work, the condition and family, and the means of such applicant, and to report the result of such inquiries in the prescribed form to the guardians at their next ordinary meeting, and also to visit from time to time as requisite all paupers receiving relief, and to report concerning the same as the guardians may direct.
- No. 3. In any case of sickness or accident requiring relief by medical attendance to procure such attendance by giving an order on the district medical officer, in the Form (V.) hereunto annexed, or by such other means as the urgency of the case may require.
- No. 4. To ascertain from time to time from the district medical officer the names of any poor persons whom such medical officer may have attended or supplied with medicines, without having received an order from himself to that effect.
- No. 5. In every case of a poor person receiving medical relief, as soon as may be, and from time to time afterwards, to visit the house of such person, and until the next ordinary meeting of the guardians, to supply such relief (not being in money) as the case on his own view, or on the certificate of the district medical officer, may seem to require.

- No. 6. In every case of sudden or urgent necessity, to afford such relief to the destitute person as may be requisite, either by giving such person an order of admission into the workhouse, and conveying him thereto if necessary, or by affording him relief out of the workhouse, provided that the same be not given in money, whether such destitute person be settled in any parish comprised in the union or not.
- No. 7. To report to the guardians at their next ordinary meeting all cases reported to him by an overseer in conformity with Article 218, and to obey the directions of the guardians with reference to the relief administered in such cases.
- No. 8. To perform the duties with respect to pauper apprentices prescribed by Articles 60, 61, and 62.
- No. 9. To give all reasonable aid and assistance at the request of any other relieving officer of the union by examining into the case of any applicant for relief, or administering relief to any pauper whose name has been entered on the books of such other relieving officer, and who may be within his own district.
- No. 10. Duly and punctually to supply the weekly allowances of all paupers belonging to his district, or being within the same, and to pay or administer the relief of all paupers within his district to the amount and in the manner in which he may have been lawfully ordered by the guardians to pay or administer the same.
- No. 11. To visit, relieve, and otherwise attend to non-settled poor, being within his district, according to the directions of the guardians, whose officer he is, and in no other way, subject always to the obligation imposed on him in cases of sudden or urgent necessity.
- No. 12. To set apart one or more pages in his out-door relief list, in which he shall duly and punctually enter up the payments made by authority of his own board of guardians to non-settled poor, and to take credit for such payments in his receipt and expenditure book.
- No. 13. To present his weekly accounts to the clerk for his inspection and authentication before every ordinary meeting of the guardians, and to the guardians, at such meeting, for their approval.
- No. 14. To submit to the auditor of the union all his books, accounts, and vouchers, at the place of audit, and at such time and in such manner as may be required by the regulations of the Commissioners.
- No. 15. To assist the clerk in conducting and completing the annual or other election of guardians, according to the regulations of the Commissioners.
- No. 16. To observe and execute all lawful orders and directions of the guardians applicable to his office.

Article 216.—The relieving officer shall in no case take credit in his accounts, or enter as paid or given by way of relief, any money or other articles which have not been paid or given previously to the taking of such credit or the making of such entry; and he shall not take credit in such accounts for any money paid to any tradesman or other person without producing, at the next ordinary meeting of the guardians, a bill from such tradesman or person with voucher of payment.

Duties of a Superintendent of Out-door Labour.

Article 217.—The duties of a superintendent of out-door labour shall be to superintend any able-bodied paupers not inmates of the workhouse who may be set to work by the guardians, to take care that they perform the work respectively assigned to them, and to report truly to the guardians respecting the performance of such work.

Receipt and Payment of Money by Officers.

Article 218.—No clerk, relieving officer, master, or other officer, appointed to or holding any office under this Order, shall, directly or indirectly, receive or bargain to receive any gratuity, percentage, or allowance of any kind with reference to any contract with the guardians, or in respect of any payment made or to be made for goods supplied or work executed according to the order of such guardians or on their behalf.

Article 219.—No clerk shall directly or indirectly cause to be paid to himself, or shall pay away on his own account or for his own benefit, any cheque drawn by the guardians, and made payable to any person other than himself.

Article 220.—Every clerk receiving any cheque or money from the guardians on account of any other party, shall transmit the same within fourteen days to the proper persons, and shall produce the receipt or acknowledgment for the same at the next ordinary meeting after the same has come to his hands.

Article 221.—Every officer of the union who may receive money on behalf of the guardians thereof, shall forthwith pay the same into the hands of the treasurer of the union, to the credit of the guardians, notwithstanding that any salary or balance may be due from the union to such officer.

Article 222.—No relieving officer, or other officer of any guardians, nor any assistant overseer or collector, shall receive money for the relief of any non-settled pauper on behalf of any officer, or of the guardians, of any other parish or union, or shall constitute himself in any way the agent of any officer

or guardians of such other parish or union, except as is provided in this Order.

Article 223.—If any money be transmitted to any officer, contrary to the provisions of this Order, such officer shall forthwith pay such money into the hands of the treasurer of the union whose officer he is, and shall report to the guardians at their next meeting the fact that such money has been so received and paid, and shall make a true entry accordingly in his accounts.

Explanation of Terms.

Article 224.—Whenever the word “parish” is used in this Order, it shall be taken to include any place maintaining its own poor, whether parochial or extra-parochial.

Article 225.—Whenever the word “overseer” is used in this Order, it shall be taken to include any person acting or legally bound to act in the discharge of any of the duties usually performed by overseers of the poor, so far as such duties are referred to in this Order.

Article 226.—Whenever the word “Commissioners” is used in this Order, it shall be taken to mean the Poor Law Commissioners.

Article 227.—Whenever the word “medicines” is used in this Order, it shall be taken to include all medical and surgical appliances; whenever the words “medical attendance” are used in this Order, they shall be taken to include surgical attendance; and whenever the words “medical relief” are used in this Order, they shall be taken to include relief by surgical as well as medical attendance.

Article 228.—Whenever the words “medical officer” are used in this Order, they shall be taken to include any person duly licensed as a medical man, who may have contracted or agreed with any guardians for the supply of medicines, or for medical attendance.

Article 229.—Whenever the words clerk, master, or matron, are used in this Order, they shall be taken to mean the clerk to the guardians, and the master or matron of the workhouse respectively.

Article 230.—The term “non-resident poor” in this Order shall be taken to mean all paupers in receipt of relief allowed on account of any union in relation to which the term is used, but not residing therein.

Article 231.—The term “non-settled poor” in this Order shall be taken to mean all paupers residing in the union in relation to which the term is used, but to whom relief is allowed on account of some parish or union other than that in which they reside.

Article 232.—Whenever in describing any person or party, matter or thing, the word importing the singular number or the masculine gender only is used in this Order, the same shall be taken to include, and shall be applied to, several persons or parties as well as one person or party, and females as well as males, and several matters or things as well as one matter or thing, respectively, unless there be something in the subject or context repugnant to such construction.

Article 233.—Whenever in this Order any Article is referred to by its number, the Article of this Order bearing that number shall be taken to be signified thereby.

FORM (A.)*

Election of Guardians of the Poor.

FORM (B.)*

Nomination Paper.

FORM (C.)*

Voting Paper.

FORM (D.)*

Notice to Guardians Elected.

FORM (E.)*

Return of Result of Election.

Form (F.)

To the Clerk of the Guardians of the Union.

Requisition for an Extraordinary Meeting of Guardians.

We, the undersigned, being two of the Guardians of the Poor of the Union, do hereby require an Extraordinary Meeting of the Guardians of the said Union to be summoned, to be holden at on the day of 18, at o'clock in the forenoon, to take into consideration *[set out the business]*.

} Guardians.

* Forms A, B, C, D, E, were rescinded by the Order of February 14, 1877, which is now obsolete.

Form (G.)

Notice of Change of Period, Time, or Place of Meeting.

A. B., Guardian of the Poor of the Union. day
of 18 .

Sir,—You are hereby informed, that the next Ordinary Meeting of the Guardians of the Poor of the Union will take place at
on day the day of 18 ,
at o'clock in the noon, for the transaction of
business ; and that the Ordinary Meetings of the said Guardians will hence-
forth be held [*weekly or fortnightly, as the case may be*], at the same place,
on the same day of the week, and at the same hour.

Signature of Clerk to the Guardians.

Form (H.)

Notice of an Adjourned Meeting of Guardians.

To A.B., Guardian of the Poor of the Union. day
of 18 .

Sir,—This is to give you notice, that an adjourned Meeting of the Guardians of the Poor of the Union will be held at
on the day of 18 , which meeting
you are hereby requested to attend.

Signature of Clerk to the Guardians.

Form (I.)

Notice of an Extraordinary Meeting of Guardians.

To A.B., Guardian of the Poor of the Union.
day of 18 .

Sir,—I am directed by C.D. and E.F., two of the Guardians of the Poor of the Union, to summon an Extraordinary Meeting of the Guardians of the Poor of the said Union, at
the day of 18 , at o'clock in the
forenoon, to take into consideration [*set out the business*], which meeting you
are hereby requested to attend.

Signature of Clerk to the Guardians.

Form (K).

Out-Relief Ticket.

Union.

Weekly relief ordered the day of 18 .

Name.	Money.	Leaves, lb. each.	For what Period.
Other Articles.			

Signature of Relieving Officer.

Form (L.)

Ticket for permanent Medical List.

_____ Union.

Date

Good until the _____ day of _____ 18 .

Name of pauper

Residence of pauper

Name of Medical Officer

Residence

Usual hour at which he is at home

Form (M.)*

Order for Contributions.

To A.B. and C.D., Overseers (or†) of the Parish of _____

You are hereby ordered and directed to pay to F.G., of _____ Union, at _____, the sum of _____, on the _____ day of _____, the sum of _____ Pounds _____ Shillings and _____ Pence, [or, on the following days, that is to say, on the _____ day of _____, the sum of _____ Pounds _____ Shillings and _____ Pence; and on the _____ day of _____, the sum of _____ Pounds _____ Shillings and _____ Pence], from the Poor Rates of the Parish of _____, as the contribution of the Parish to the common fund of the Union, and for such other expenses as are chargeable by the said Guardians on the said Parish separately, and to take the receipt of the said F.G., indorsed upon this paper, for the said sum [or sums].

Given under our hands, at a meeting of the Guardians of the Poor of the said _____ Union, held on the _____ day of _____ 18 .

(Signed) X.Y. Presiding Chairman.

W.X. } Guardians.
 Y.V. }

Countersignature of the Clerk to the Guardians.

† Here insert the names of any parties in the parish authorised to make the poor rate in place of the overseers.

Form (N.)

—	Time of Rising.	Interval for Breakfast.	Time for Work.	Interval for Dinner.	Time for Work.	Interval for Supper.	Time for going to Bed.
From 25th March to 29th September.	½ before 6.	From ½ past 6 to 7.	From 7 to 12.	From 12 to 1.	From 1 to 6.	From 6 to 7.	8 o'clock.
From 29th September to 25th March.	½ before 7.	From ½ past 7 to 8.	From 8 to 12.	From 12 to 1.	From 1 to 6.	From 6 to 7.	8 o'clock.

* The new Form (M.) was substituted for the previous Form (M.) by the Order of February 26, 1866.

General Consolidated Order :—Forms (O.), (P.). 125

Form (O.)

Workhouse Punishment Book.

No. of the Case.	Name.	Offence.	Date of Offence.	Punishment inflicted by Master or other Officer.	Opinion of the Guardians thereon.	Punishment ordered by Board of Guardians.	Date of Punishment.	Initials of Clerk.	Observations.

Form (P.)*

District Medical Officer's Relief Book.

Union.

<i>Medical Officer</i>				<i>Week ending</i>							<i>day of</i>		189 .
of the District.													
Name of Pauper.	Age.	Residence.	Nature of Disease.	Days when attended, or when Medicines were furnished.†							Necessaries ordered to be given to the Patient.	Present State or Termination of the Case.	
				S.	M.	T.	W.	Th.	F.	Sat.			

(Continued.)

Week ending							day of		189 .		Week ending							day of		189 .	
Days when attended, or when Medicines were furnished.†							Necessaries ordered to be given to the Patient.	Present State or Ter- mination of the Case.	Days when attended, or when Medicines were furnished.†							Necessaries ordered to be given to the Patient.	Present State or Ter- mination of the Case.				
S.	M.	T.	W.	Th.	F.	Sat			S.	M.	T.	W.	Th.	F.	Sat						

(Continued.)

Week ending		day of		189 .		Observations.		
Days when attended, or when Medicines were furnished.†							Necessaries ordered to be given to the Patient.	Present State or Termination of the Case.
S.	M.	T.	W.	Th.	F.	Sat.		

† Attendances at the patient's own house are to be denoted by the letter (H.). Attendances at the surgery or medical officer's residence by the letter (S.). Medicine supplied without seeing the patient, by the letter (M.). Any attendance given by a substitute or other persons instead of the medical officer is to be entered in red ink.

* The new Form (P.) was substituted for the previous Form (P.) by the Order of 1894.

Form (Q.)
Workhouse Medical Relief Book.

(A.) To be filled up by the Medical Officer.															(B.) To be filled up by the Master of the Workhouse, with the Articles actually given.																													
Initials of Medical Officer in attendance on every Case.	Name of the Sick Pauper.	When admitted to Sick Ward.	When Discharged.	Nature of Disease.	Days when attended.							Males.		Females.		Extras.		State or Termination of the Case, and in the event of Death, the apparent cause thereof.	Quantity of Provisions consumed.								Extras provided.				Remarks.													
												The No.* of the Dietary on which placed.		The No.* of the Dietary on which placed.		When ordered.			When disordered.		Bread.	Meat.	Butter.	Cheese.	Rice.	Oatmeal.	Milk.	Ale.	Porter.	Wine.		Brandy.	Gin.											
					S.	M.	T.	W.	Th.	F.	Sat.	S.	M.	T.	W.	Th.	F.		Sat.	What ordered.														When disordered.	When disordered.	When disordered.	Bread.	Meat.	Butter.	Cheese.	Rice.	Oatmeal.	Milk.	Ale.
															Total No. each day																													
															Total Quantity consumed.																													

* The dietaries for the sick are to be numbered thus:—No. 1 house diet. No. 2 full diet. No. 3 low diet. No. 4 fever diet.

As regards the sick paupers on Diet No. 1 (House Diet) the extras only should be entered in this book, since their ordinary diet will appear in the "Daily Provisions Consumption Account," for which see Form 26 of the General Order of the Commissioners, bearing date the 17th day of March 1847.

The number of the paupers on each description of the dietaries and according to the several sexes is to be carried by the master at the close of each week to a summary at the end of the book to be prepared in the following form.

WEEKLY SUMMARY.

No. of the Dietary.	Description of Classes in the Diet Table.	Number of Patients each Day.							Collective Number of Days.
		S.	M.	T.	W.	Th.	F.	Sat.	
1	House diet, males								
1	House diet, females								
2	Full diet, males								
2	Full diet, females								
3	Low diet, males								
3	Low diet, females								
4	Fever diet, males								
4	Fever diet, females								
Total number of sick paupers -									

Form (R.)

* *Dietary Sick Paupers.*

No. 1 House diet, being the ordinary diet for the paupers in the house.

No. 2.		BREAKFAST.		DINNER.				SUPPER.		
2	Full diet - - -									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
2	Males - - -									
2	Females - - -									
		BREAKFAST.		DINNER.				SUPPER.		
3	Low diet - - -									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
3	Males - - -									
3	Females - - -									
		BREAKFAST.		DINNER.				SUPPER.		
4	Fever diet - - -									
		ozs.	pts.	ozs.	pts.	ozs.	ozs.	pts.	ozs.	pts.
4	Males - - -									
4	Females - - -									

N.B.—Sugar, arrowroot, sago, butter, milk, wine, spirits, porter, and beer are in all cases to be treated as extras, to be expressly ordered when required, and the quantity is to be then specified in the proper column of this book.

* If thought proper by the medical officer any additional number of dietaries may be introduced and numbered consecutively.

Form (S.)†

Register of Births in the

Workhouse.

Union.

Master.

Date of Birth.	Whether Male or Female.	Name of Parents, or Mother.	From what Parish Parent admitted.†	When and where baptized.	In what Name baptized.	Remarks.

† Note.—In the case of a vagrant admitted into the workhouse who becomes a mother therein, the word *Vagrant* must be inserted.

Form (T.)†

Register of Deaths in the

Workhouse.

Union.

Master.

Date of Death.	Name.	Age.	From what Parish admitted.†	Where buried.

† Note.—In the case of a vagrant admitted into the workhouse who dies therein, the words *admitted as a Vagrant* should be inserted.

† The new Forms (S), (T) were substituted for the previous Forms (S), (T) by the Order of 1866.

Form (U.)

Union Workhouse.

Week ending 18 .

Wards.	Beds therein.	Number of Occupants each Night.							Total.	Observations.
		S.	M.	T.	W.	Th.	F.	Sat.		
Able-bodied Men -										
Old Men -										
Boys -										
Male Infirmary -										
— Infectious -										
— Receiving -										
Total -										
Able-bodied Women										
Old Women -										
Girls -										
Female Infirmary -										
Lying in Ward -										
Female Infectious -										
— Receiving -										
Total -										

The foregoing is a true statement.

Master.

Matron.

Form (V.)

The Medical Relief Order Check Book.

No.

No.

To , Medical Officer.

To Union. Medical Officer,

Name,

Sir,

Age,

You are hereby requested to visit and undertake the treatment of the undermentioned case.

Residence,

Name,

Nature of Case,

Age,

Forwarded by

at

Residence,

Nature of Case,*

o'clock in the
of the day of
18 .Forwarded by at o'clock
in the of the day of

Relieving Officer.

Relieving Officer

* This is to be filled up so as distinguish—

1. Midwifery Cases.
2. Fractures and Accidents.
3. Cases of urgency, which require immediate attention.

Schedule containing the Names of the Unions to which the annexed Order applies.

[This Schedule, which contains the names of most of the then existing Unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed, and general and special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-fourth day of July, in the year One thousand eight hundred and forty-seven.

(L.S.)

Geo. Nicholls.

George Cornwall Lewis.

Edmund W. Head.

ORDER OF THE POOR LAW BOARD, DATED APRIL 7, 1857,
PRESCRIBING FORMS OF GUARDIANS' ORDERS UPON
TREASURER.

To the Guardians of the Poor of the several unions, parishes, and townships named in the schedules hereunto annexed ;—

To the Treasurers of the said several unions, parishes, and townships ;—

To the Clerk or Clerks to the Justices of the petty sessions held for the division or divisions in which the said several unions, parishes, and townships are respectively situate ;—

And to all others whom it may concern.

Whereas, by a General Order of the Poor Law Commissioners bearing date the twenty-fourth day of July One thousand eight hundred and forty-seven,* addressed to the guardians of the poor of the several unions named in the first schedule hereunto annexed, and by divers other Orders, the dates whereof are respectively set forth in the second schedule hereunto annexed, addressed to the guardians of the poor of the several unions, parishes, and townships therein named ; and, by a General Order bearing date the eighth day of December One thousand eight hundred and forty-seven, addressed to the guardians of the poor of the several parishes and townships named in the third schedule hereunto annexed, certain regulations were made with reference to the proceedings and duties of such guardians.

And whereas, among other matters, it is provided therein that the guardians shall pay every sum greater than five pounds by an order, which shall be drawn upon their treasurer, and shall be signed by the presiding chairman and two other guardians at a meeting, and shall be countersigned by the clerk.

And whereas it is expedient to prescribe a form in which all orders shall in future be drawn by the said guardians upon their treasurers as herein-after mentioned.

* Printed at p. 74, above.

Article 1.—Now therefore, We, the Poor Law Board, in pursuance of the powers given in and by the statutes in that behalf made and provided, do hereby, with respect to the several unions, parishes, and townships in the said schedules mentioned, Order and direct that every order which shall be drawn by the said guardians of the several unions, parishes, and townships for a sum greater than five pounds, upon their respective treasurers shall, from and after the twenty-fourth day of June next, be in the following form, that is to say:—

(Date.)

(Place of Meeting.)

To *A.B.*, Treasurer of the Guardians of the Poor of the Union [Parish or Townships], in the County of _____ at _____

Pay to *C.D.*, or order, the sum of _____ pounds shillings and _____ pence, and charge the same to the Account of the said Guardians.

(Signed)

Presiding Chairman.
Guardians of the Poor
of the said Union
 } [Parish or Township].

Countersigned by

Clerk to the said Guardians.

N.B.—The Guardians request that this order may be presented for payment within fourteen days from the date hereof, to the Treasurer at his house* or usual place of business, and within the usual hours of business.

Article 2.—And We do hereby order the treasurer of the said guardians to pay out of the monies for the time being in his hands belonging to them all orders for money which shall be drawn upon him in the above form, when the same shall be presented at his house or usual place of business, and within the usual hours of business.

Schedules.

Names of Unions and Parishes referred to in the annexed Order included in the General Consolidated Order dated the 24th July, 1847, and to which that Order has been applied.

[These schedules, which contain the names of most of the then existing unions and parishes, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and general and special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this seventh day of April, in the year One thousand eight hundred and fifty-seven.

(L.S.)

E. P. Bouverie, President.
G. Grey.
G. C. Lewis.

R. W. Grey, Secretary.

* See Order of November 28, 1903. Printed post, p. 171.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED MAY 13, 1893, AS TO MEETINGS OF BOARDS OF GUARDIANS.

To the Guardians of the Poor of the several unions and separate parishes in England and Wales, except the guardians of the poor within the city of Oxford ; -

And to all others whom it may concern.

WHEREAS by certain general and other Orders from time to time issued by the Poor Law Commissioners, the Poor Law Board, and by us, the Local Government Board, regulations have been prescribed with respect to the holding of the ordinary meetings of the board of guardians of each of the several unions and separate parishes above referred to ;

And whereas it is expedient to make further provision on the subject as herein-after mentioned :

Now, therefore, in pursuance of the powers conferred upon us by the statutes in that behalf, We hereby Order as follows; that is to say,—

When the day for holding an ordinary meeting of the Board of Guardians of any of the said unions or separate parishes shall fall upon Good Friday, Christmas Day, or a bank holiday, or a day appointed for a public fast or thanksgiving, such meeting shall be held on such other day as the board of guardians may by resolution determine.

Given under the Seal of Office of the Local Government Board, this thirteenth day of May, in the year One thousand eight hundred and ninety-three.

(L.S.)

Henry H. Fowler,
President.

Hugh Owen,
Secretary.

(c) Conferences of Guardians.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED FEBRUARY 17, 1899, UNDER THE POOR LAW UNIONS ASSOCIATION (EXPENSES) ACT, 1898.*

1899. No. 104.

To the Guardians of the Poor of the several poor law unions in England and Wales;—

And to all others whom it may concern.

WHEREAS the Poor Law Unions Associations (Expenses) Act, 1898,† recites that it is proposed that an Association of Poor Law Unions in England and Wales should be formed for the purposes of consultation as to their common interests

* This Order was gazetted February 24, 1899.

† 61 & 62 Vict. c. 19.

and the discussion of matters relating to the poor law and other matters relating to their powers and duties :

And whereas by Section 1 of the said Act it is enacted as follows :—

“ 1. The guardians of any poor law union may, when empowered by and subject to any regulations made by the Local Government Board, which regulations the said Board is hereby authorised from time to time to make, vary, or rescind, pay any sum not exceeding five pounds in any one year, as an annual or other subscription to the funds of the association as well as the reasonable expenses of the attendance of representatives, not exceeding in any case two, at meetings of the association, and may charge such payments to their common fund, or if they have no common fund to the fund under their control. Provided that no payment shall be made by the guardians in respect of the attendance of any representative at a meeting of the association unless the attendance of such representative at that meeting shall have been expressly authorised by a resolution passed at a meeting of the guardians held after not less than seven days' notice in writing that the proposal is to be considered at such meeting of the guardians has been sent to each guardian. Any such representative shall be either a guardian of the poor law union or (without power of voting) the clerk to the guardians of the union.”

And whereas by Section 2 of the said Act it is further enacted as follows :—

“ 2. No payment shall be made in pursuance of this Act until the Local Government Board have certified that the Association has been established.”

And whereas an association called The Association of Poor Law Unions in England and Wales has been formed for the purposes referred to in the said Act, and it is expedient that the regulations hereinafter set forth should be made with regard to subscriptions by guardians of poor law unions to the funds of such association, and the payment of the reasonable expenses of the attendance of representatives at meetings of such association :

Now therefore, We, the Local Government Board, in pursuance of the powers given to us in that behalf, do, by this our order, certify that the Association of Poor Law Unions in England and Wales has been established for the purposes of consultation as to the common interest of such unions, and the discussion of matters relating to the poor law, and other matters relating to their powers and duties :

And We do hereby empower the guardians of the poor of any poor law union in England and Wales to pay any sum not exceeding five pounds in any one year as an annual or

other subscription to the funds of the said association, as well as the reasonable expenses of the attendance of representatives, not exceeding in any case two, at meetings of the association.

Given under the seal of office of the Local Government Board, this seventeenth day of February, in the year One thousand eight hundred and ninety-nine.

(L.S.)

Henry Chaplin,
President.

S. B. Provis,
Secretary.

THE POOR LAW CONFERENCES ORDER, 1903, DATED
FEBRUARY 26, 1903.*

1903. No. 163.

To the Guardians of the Poor of the several poor law unions in England and Wales ;—

And to all others whom it may concern.

Whereas by Section 2 of the Poor Law Conferences Act, 1883,† it is enacted as follows :—

“ The guardians of any union may, when empowered by and subject to any regulations made by the Local Government Board (which regulations the said board is hereby authorised from time to time to make, vary, or rescind), pay the reasonable expenses of any guardian or guardians, or clerk to the guardians, incurred in attending any conference of guardians held for the purpose of discussing any matter which is connected with the duties which devolve on them, and any reasonable expenses incurred in purchasing reports of the proceedings of any such conference, and may charge the amount to their common fund, or, if they have no common fund, to the fund under their control.”

And whereas by a General Order dated the 17th day of September, 1883,‡ as amended by a General Order dated the 21st day of April, 1902,§ We, the Local Government Board, empowered the guardians of the poor of the several poor law unions in England and Wales to pay the reasonable expenses incurred in attending any such conference as is mentioned in the said section, and in purchasing reports of the proceedings of any such conference, subject to the regulations set forth in the said General Orders ;

* This Order was Gazetted February 27, 1903,

† 46 & 47 Vict. c. 11.

‡ Printed in Statutory Rules and Orders Revised (1st Edition). Vol. V. p. 390.

§ Printed in Statutory Rules and Orders, 1902, p. 320.

And whereas it is expedient that other provision should be made in the matter as herein-after mentioned :

Now therefore, in pursuance of our powers in that behalf, We do hereby rescind the said General Orders dated respectively the seventh day of September, One thousand eight hundred and eighty-three, and the twenty-first day of April, One thousand nine hundred and two ; and do hereby empower the guardians of the poor of the several poor law unions in England and Wales to pay the reasonable expenses incurred in attending any such conference as is mentioned in the said section, and in purchasing reports of the proceedings of any such conference, subject to the following regulations:—

Article 1.—The expenses incurred by the guardians of any union in respect of the attendance of their representatives at a conference shall only be paid in respect of such attendance at the central conference held in London, or at a conference convened for a district including that union.

Article 2.—The attendance at any conference of a guardian or guardians, or of the clerk to the guardians, of any union, shall be expressly authorised by a resolution passed at a meeting of the guardians of that union, a written or printed notice that the proposal is to be considered at that meeting having been sent, by post or otherwise, to each guardian not less than four days prior to the date of the meeting ; and where the attendance of more than one guardian is authorised, the number of guardians authorised to attend shall be specified in the resolution.

Article 3.—The maximum number of guardians authorised to attend the central conference held in London shall be two for each union, and the maximum number of guardians authorised to attend any conference convened for a district shall be three for each union included in the district.

Article 4.—The number of copies which may be purchased by the guardians of any union of the report of the proceedings of the central conference, or of any conference convened for a district including that union, shall be such as the guardians of the union may, by resolution, determine.

Article 5.—This Order may be cited as the Poor Law Conferences Order, 1903.

Given under the seal of office of the Local Government Board, this twenty-sixth day of February, in the year One thousand nine hundred and three.

(L.S.)

Walter H. Long,
President.

S. B. Provis,
Secretary.

(d) Contracts and Tenders.

GENERAL ORDER OF THE POOR LAW COMMISSIONERS, DATED
JULY 24, 1847, "GENERAL CONSOLIDATED ORDER."

[This Order, of which Articles 44-51 relate to contracts and tenders, is printed at pp. 78, 79 above.]

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED DECEMBER 31, 1877, ALTERING REGULATIONS AS REGARDS CONTRACTS AND TENDERS.*

To the Guardians of the Poor of the several unions and separate parishes named in Schedule B. to this Order ;—

And to all others whom it may concern.

Whereas by certain general and other Orders, addressed by the Poor Law Commissioners, the Poor Law Board, and the Local Government Board respectively to the guardians of the poor of each of the unions and separate parishes named in the Schedule B. to this Order, the guardians are required to enter into contracts on behalf of the union or separate parish, relating to the maintenance, clothing, lodging, employment, or relief of the poor, or for any other purpose relating to or connected with the general management of the poor ; and the said Orders contain the following regulations, or some of them, or regulations to the like effect, with respect to such contracts and to the tenders to be submitted to the guardians prior to their entering into contracts, and the bonds to be given by contractors :—

"Article 45.—The guardians shall require tenders to be made in some sealed paper for the supply of all provisions, fuel, clothing, furniture, or other goods or materials, the consumption of which may be estimated, one month with another, to exceed ten pounds per month, and of all provisions, fuel, clothing, furniture, or other goods or materials, the cost of which may be reasonably estimated to exceed fifty pounds in a single sum, and shall purchase the same upon contracts to be entered into after the receipt of such tenders.

"Article 46.—Any work or repairs to be executed in the workhouse or the premises connected with the workhouse, or any fixtures to be put up therein, which may respectively be

* This Order was Gazetted, January 4th, 1878.

reasonably estimated to exceed the cost of fifty pounds in one sum, shall be contracted for by the guardians, on sealed tenders, in the manner prescribed in Articles 45 and 47.

“ Article 47.—Notice of the nature and conditions of the contract to be entered into, of the estimated amount of the articles required, of the last day on which tenders will be received, and the day on which the tenders will be opened, shall be given in some newspaper circulating in the union, not less than ten days previous to the last day on which such tenders are to be received ; and no tender shall be opened by the clerk, or any guardian, or other person, prior to the day specified in such notice, or otherwise than at a meeting of the said guardians.

“ Article 48.—When any tender is accepted, the party making the tender shall, in pursuance of these regulations, enter into a contract, in writing, with the guardians, containing the terms, conditions, and stipulations mutually agreed upon ; and whenever the guardians deem it advisable, the party contracting shall find one or more surety or sureties, who shall enter into a bond conditioned for the due performance of the contract, or shall otherwise secure the same.

“ Article 49.—Provided always that, if from the peculiar nature of any provisions, fuel, clothing, furniture, goods, materials, or fixtures to be supplied, or of any work or repairs to be executed, it shall appear to the guardians desirable that a specific person or persons be employed to supply or execute the same, without requiring sealed tenders as herein-before directed, it shall be lawful for such guardians, with the consent of the Commissioners first obtained, to enter into a contract with the said person or persons and to require such sureties and securities as are specified in Article 48.

“ Article 50.—Every contract to be hereafter made by any guardians shall contain a stipulation requiring the contractor to send in his bill or account of the sum due to him for goods or work, on or before some day to be named in the contract.

“ Article 51.—The guardians shall fix some day or days, not being more than twenty-one days after the end of each quarter, for the attendance of contractors and tradesmen, or their authorised agents, and the clerk shall notify such day to every contractor or tradesman to whom money may be due, or to his agent, or he shall, under the direction of the guardians, cause the same to be advertised in some newspaper.”

And whereas it is expedient that further regulations in that behalf shall be made as herein-after mentioned :

Now therefore, We, the Local Government Board, in pursuance of the powers given by the statutes in that behalf, hereby Order as follows, with respect of each of the unions

and separate parishes named in the Schedule B. to this Order:—

Article 1.—Tenders for the supply of goods or materials required by the guardians by advertisements, in pursuance of the regulations above-recited, shall be made in the Form No. 2 in the Schedule A. to this Order, or in a form to the like effect; and a statement of the estimated amount of the articles required, of the last day on which tenders will be received, and the day on which the tenders will be opened, shall be made in the Form No. 1 in the same schedule, or in a form to the like effect, and prefixed to the form of tender.

Article 2.—Whenever any such tender is accepted by the guardians, the fact of such acceptance shall be attested under the common seal of the guardians and the signature of their clerk, in the Form No. 3 in the said Schedule A., or in a form to the like effect; and the acceptance so attested, together with the tender comprising the “Conditions of Contract,” made in accordance with Article I. of this Order, and duly executed, shall constitute the contract referred to in the regulations above recited.

Article 3.—The bond to be given in pursuance of the regulations above recited shall be in the Form No. 4 in the Schedule A. to this Order, or in a form to the like effect.

Article 4.—The forms above referred to shall be provided by the guardians, and supplied by their clerk to any person requiring them.

Article 5.—In this Order—

The word “unions” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament.

The term “separate parishes” includes any parish or place which is under a separate board of guardians.

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor rates under any Act of Parliament.

Schedule A.

FORM No. 1.

Union [Parish].

The guardians of the above-named union [parish] being desirous of entering into contracts for the supply of the under-mentioned goods or materials for the use of the workhouse [or of the poor] thereof, during a period of _____ months from the _____ day of _____ instant (or next), and having issued public advertisement of their willingness to receive tenders for the supply of such articles, the following statement of the estimated amount of each article likely to be required during that

period, and of the quantity or number of each article consumed during the corresponding period of the preceding year, is furnished for the information of persons proposing to tender.

Goods and Materials required.	Estimated Amount likely to be required.	Quality or Number consumed during months ended at				
		Owts.	Galls.	Pounds.		

The last day on which tenders will be received is the _____ of _____

The tenders will be opened on the _____ of _____

FORM No. 2.

To the Guardians of the Poor of the _____ Union [Parish].
 I _____ of _____, in the county of _____, hereby
 contract and agree, on the acceptance of this tender by the said guardians
 to supply to them, in accordance with the conditions of contract stated
 below, the goods or materials hereunder named, of the quality or sort and
 after the rate or price hereunder specified :—

Description of Goods or Materials.	Quality or Sort.	Rate or Price.	Total quantity or number to be supplied (if limited).

Conditions of Contract.

1. **Period of Contract.**—This contract is to last for _____ months certain from the date hereof, and further until the expiration of _____ months' notice of termination given by either party in writing to the other, which notice shall not be given until the said _____ months shall have expired ; but in the event of any breach of agreement at any time on the part of the contractor, the contract shall be determinable summarily by the guardians, without compensation to the contractor. The contract may also be put an end to at any time by the Local Government Board, or by the guardians with the consent or by the direction of that board, upon giving _____ days' notice to the contractor.

2. **Quality of Goods or Materials.**—The goods or materials to be supplied under this contract are to be of the quality or sort above mentioned, and

in every respect equal and answerable to the patterns or samples sent with the tender, and such as the guardians or their officers duly authorised shall approve.

3. **Delivery of Goods or Materials.**—The goods or materials are to be delivered at the workhouse of the union [parish] or at free of charge to the guardians, and at the contractor's risk, in such quantities or numbers, at such times and in such manner, as the guardians or their officers duly authorised shall from time to time order.

4. **Removal of Rejected Goods or Materials.**—Rejected goods or materials are to be removed by and at the expense of the contractor within seven days after notice shall have been given him of the rejection. If not so taken away, the guardians may cause the goods or materials to be removed, and charge the contractor with all expenses incurred in such removal.

5. **Power to Purchase in Default.**—In case of failure by the contractor to deliver goods or materials demanded from him within the period limited for delivery, or in case of goods or materials delivered by him not being of the stipulated quality, weight, or measure, or in case of goods or materials being delivered without a correct invoice or bill of parcels, in duplicate, the guardians or their officers duly authorised shall have power to reject any such goods or materials and to purchase others instead of any goods or materials so rejected or not delivered, unless the contractor shall himself forthwith supply others that shall be sufficient and satisfactory, and any excess of cost so incurred by the guardians over the contract price, together with all charges and expenses attending the purchase shall be recoverable by the guardians from the contractor.

6. **Arbitration.**—In the event of a rejection of goods or materials by the guardians or their officers, whereby the contractor may consider himself aggrieved, a re-survey of the goods or materials by an independent person or persons, to be agreed upon or appointed by the respective parties to the contract, will be allowed on written application to the guardians. If the persons so appointed disagree in their judgment, they may refer the question to an umpire, to be appointed by themselves. The expenses of the arbitration shall be paid by the party against whom the decision under this condition shall be given.

7. **Transfer of Contract.**—The contract, or any part, share, or interest in it, is not to be transferred or assigned by the contractor, directly or indirectly, to any person or persons whomsoever without the written consent of the guardians.

8. **Payment for Supplies.**—With every delivery of goods or materials under this contract, invoices or bills of parcels in duplicate are to be sent by the contractor. The duplicate will be returned by the guardians or their officers, with the quantities or numbers duly noted thereon. The contractor is to send in his account quarterly to the guardians within seven days from the termination of the quarter, with the amount due correctly calculated according to the prices agreed upon; whereupon (after examination of the claim) notice shall be given to him of the day on which he, or his authorised agent, may attend for payment.

9. **Service of Notices.**—Any notice to the contractor shall be deemed to be sufficiently served, if given or left in writing at his usual or last place of abode or business.

Signature
Address by Post
Witness to the above }
Signature

FORM No. 3.

The Guardians of the Poor of the Union [Parish] hereby accept the foregoing tender, in accordance with the conditions of contract thereunto annexed, and undertake to pay after the rate or price therein specified for the goods or materials duly supplied. In witness

whereof the common seal of the said guardians has been affixed hereto,
this of

(Common Seal of the Guardians.)

Clerk to the Guardians.

FORM No. 4.

Form of Bond.

Know all men by these presents, that we _____ are jointly and severally held and firmly bound to the Guardians of the Poor of the _____ Union [Parish], in the Count _____ of _____, in the sum of _____ pounds, of good and lawful money of Great Britain, to be paid to the said guardians, or their certain attorney, successors, or assigns, for which payment to be well and truly made, we bind ourselves and any two of us jointly, and each of us bindeth himself severally, our and each and every of our heirs, executors, and administrators, and every of them, firmly by these presents. Sealed with our respective seals, and dated this _____ day of _____ in the year of our Lord One thousand eight hundred and _____

Whereas the above-named bath by a certain contract, bearing even date with the above-written obligation, and made between him of the one part, and the above-named guardians of the other part, contracted to supply the goods or materials therein mentioned, as on reference to the said contract will more fully appear.

Now the condition of the above-written obligation is such, that if the above-named contractor, his executors or administrators, do and shall well and truly perform, fulfil, and keep all and every the covenants, clauses, provisoes, terms, and stipulations in the said recited contract contained, and on his and their part to be observed, performed, fulfilled, and kept according to the true intent and meaning thereof, then the above-written obligation shall be void, but otherwise shall remain in full force.

Signed, sealed, and delivered by _____ in the presence of _____	(L.S.)
Signed, sealed, and delivered by _____ in the presence of _____	(L.S.)
Signed, sealed, and delivered by _____ in the presence of _____	(L.S.)

Schedule B.

Unions and Incorporations.

[This schedule, which contains the names of most of the then existing unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under the seal of office of the Local Government Board, this thirty-first day of December, in the year One thousand eight hundred and seventy-seven.

G. Sclater-Booth,
President.

H. M. Lambert,
Secretary.

**(e) Officers (Appointment, Duties, and
Remuneration).**

ORDER OF THE POOR LAW COMMISSIONERS, DATED JULY 24,
1847. "GENERAL CONSOLIDATED ORDER."

[This Order, of which Articles 153-223 relate to officers, is printed at pp. 99-121 above.]

ORDER OF THE POOR LAW BOARD, DATED MAY 25, 1857,
AS TO APPOINTMENT OF MEDICAL OFFICERS.

To the Guardians of the Poor of the several unions and incorporations named in the schedules hereunto annexed;

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said several unions and incorporations are respectively situate;

And to all others whom it may concern.

Whereas by two Orders, bearing date the fifteenth and the twenty-third days of February, One thousand eight hundred and fifty-five respectively, addressed to the guardians of the poor of the several unions set forth in the First Schedule hereunto annexed, and to the guardians of the poor of the several incorporated hundreds set forth in the Second Schedule hereunto annexed, the Poor Law Board did rescind parts of certain General Orders previously issued, and did make certain provisions regarding the period for which the medical officers of such unions and incorporations should hold their office; and it is expedient that such provisions should be altered.

Now, therefore, we, the Poor Law Board, in pursuance of the powers given in and by the statutes in that behalf made and provided, do hereby, from the twenty-fourth day of June next, rescind the said General Orders of the fifteenth and twenty-third days of February, One thousand eight hundred and fifty-five, except so far as they rescinded any part of former Orders, and except so far as they apply to officers appointed prior to the said twenty-fourth day of June next.

And we do hereby order, with respect to every appointment of a medical officer in the said several unions and incorporations after the said twenty-fourth day of June next, as follows:—

Article 1.—Every medical officer of a workhouse, duly qualified at the time of his appointment according to the regulations of the Poor Law Board then in force, shall hold his office until he shall die, or resign, or be proved to be

insane by evidence which the Poor Law Board shall deem sufficient, or become legally disqualified to hold such office, or be removed by the Poor Law Board.

Article 2.—Every district medical officer duly qualified as aforesaid at the time of his appointment, and then being, or within two months after his appointment becoming, resident within the district for which he shall be appointed to act, shall hold his office until he shall die, or resign, or be proved to be insane in the same manner as in the previous Article, or become legally disqualified to hold such office, or be removed by the said board, or cease to reside within such district.

Article 3.—If a medical officer, not fully qualified or not resident within his district at the time of his appointment, or within two months thereof, shall afterwards complete his qualification or become resident within such district, as the case may be, the guardians may, upon such completion of his qualification or becoming resident respectively, after giving such notice as would be necessary in respect of an appointment in case the office were vacant, pass a resolution empowering such medical officer to hold his office for the time specified in Article 2, and if they transmit a copy of such resolution to the Poor Law Board, and if that Board consent, such officer, being so duly qualified and resident, shall be entitled thenceforth to hold such office accordingly.

Article 4.—If the guardians shall elect a district medical officer, whether duly qualified as aforesaid or otherwise, not residing within his district at the time of his appointment, and not becoming resident therein within two months after it, or shall elect as such medical officer a person not duly qualified as aforesaid but licensed to practise medicine, and residing within his district at such time, the guardians shall employ as a district medical officer such person not residing within his district, or such person not duly qualified as aforesaid (as the case may be), for such time only as the Poor Law Board shall approve of or direct; and when the guardians shall make any such selection as in this Article specified, they shall cause a special minute to be made and entered on the usual record of their proceedings, stating the reasons which in their opinion make it necessary to employ such person not residing within the district in which he is to act, or not duly qualified as aforesaid, and forthwith transmit a copy of such minute to the said board for their consideration.

Article 5.—Where a change in the extent of the district of a medical officer shall be deemed necessary for the more convenient supply of medical relief to the poor, or otherwise for the general benefit of the union or incorporation, and he shall decline to acquiesce therein, the guardians may, with the consent of the Poor Law Board, but not otherwise, and after six months' notice in writing, signified by their clerk, given to such medical officer, determine his office.

Article 6.—Provided that nothing herein contained shall prevent the guardians in any case of emergency, or under any special circumstances, from appointing one or more medical officers to act temporarily for such time and upon such terms as the Poor Law Board shall approve.

Article 7.—When any medical officer shall cease to hold his office under any of the provisions herein contained, the guardians shall proceed to make a new appointment to the office rendered vacant, in the manner prescribed by the regulations of the Poor Law Commissioners or Poor Law Board in force at the time, unless by reason of any change in the extent of the district such office as previously constituted shall become unnecessary.

Article 8.—If the guardians shall have given notice to determine the continuance in office of any medical officer under this Order, and the Poor Law Board shall have consented thereto, the guardians may appoint a successor to such officer at any time subsequent to their receiving such consent; provided that nothing herein contained shall prevent such officer from being re-appointed if otherwise eligible.

First and Second Schedules.

Names of Unions and Incorporations referred to in the annexed Order.

[These schedules, which contain the names of most of the then existing unions, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-fifth day of May, in the year One thousand eight hundred and fifty-seven.

E. P. Bouverie, President.

G. Grey

G. C. Lewis.

Courtenay, Secretary.

ORDER OF THE POOR LAW BOARD DATED DECEMBER 10, 1859,
AS TO MEDICAL OFFICERS' QUALIFICATIONS.

To the Guardians of the Poor of the several unions named in the schedules hereunto annexed ;

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said several unions are respectively situate ;

And to all others whom it may concern.

Whereas by a General Order, bearing date the twenty-fourth day of July, One thousand eight hundred and forty-seven,* addressed to the several unions named in the first schedule hereunto annexed, and by divers other Orders addressed to the several unions named in the second schedule

* Printed at p. 74 above.

hereunto annexed, the Poor Law Commissioners and Poor Law Board respectively did prescribe the qualification for the office of medical officer in such unions :

And whereas by the " Medical Act of 1858,"* it has been provided that every person registered under that Act shall be entitled according to his qualification or qualifications, to practise medicine or surgery, or medicine and surgery, as the cases may be, in any part of Her Majesty's Dominions.

And whereas by the said Act it was also provided that after the first day of January, One thousand eight hundred and fifty-nine, which time was extended by an Act of the 22 Vict. c. 21,† to the first day of July last, no person should hold any appointment as a physician, surgeon, or other medical officer, in any house of industry, parochial or union workhouse or poor house, parish, union, or other public establishment, body or institution, unless he be registered under the said Medical Act.

And whereas it is expedient that the regulations relating to the qualification for the office of medical officer in the unions aforesaid should be altered for the future.

Now therefore, we, the Poor Law Board, acting in pursuance of the powers given in and by the statutes in that behalf made and provided, hereby rescind, as regards every appointment to be made after the first day of March next, so much of any orders and regulations issued to the unions specified in the schedules aforesaid as prescribes the qualification for the office of the medical officers thereof.

And we hereby order as follows :—

Article 1.—After the said first day of March next, no person shall be qualified to be appointed to the office of medical officer under any of the Orders above referred to, unless he shall be registered as aforesaid, and shall be qualified by law to practise both medicine and surgery in England and Wales, such qualification being established by the production to the board of guardians of a diploma, certificate of a degree, licence, or other instrument granted or issued by competent or legal authority in Great Britain or Ireland, testifying to the medical or surgical, or medical and surgical, qualification or qualifications of the candidate for such office.

Articles 3 and 4.—‡

Article 5.—Nothing herein contained shall apply to the regulations contained in the General Order of this board, bearing date the twenty-fifth day of May, One thousand eight hundred and fifty-seven,§ which relate to the appointment or employment in special cases of persons not fully qualified.

* 21 & 22 Vict. c. 90.

† The Medical Act, 1859.

‡ Articles 3 and 4, which relate to the qualification of persons in practice as apothecaries, on August 1st 1815, or holding commissions as surgeons in the Navy, or East India Company's service, prior to August 1st, 1826, are omitted as obsolete.

§ Printed at p. 141 above.

Officers :—Collector of the Guardians :—Order of 1865. 145

First and Second Schedules.

[*These schedules, which contain the names of most of the then existing unions, are not here printed, as they have been largely modified by subsequent orders. Several of the unions have been dissolved, and the names of others have been changed, and the General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.*]

Given under our hands and seal of office, this tenth day of December, in the year One thousand eight hundred and fifty-nine.

(L.S.)

C. P. Villiers, President,

G. C. Lewis.

W. E. Gladstone.

H. Fleming, Secretary.

ORDER OF THE POOR LAW BOARD, DATED OCTOBER 7, 1865,
AS TO APPOINTMENT, &C., OF COLLECTOR OF THE GUARDIANS.

To the Guardians of the Poor of the several unions, parishes, and places named in the schedules hereunto annexed ;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said unions, parishes, and places are situate ;—

And to all others whom it may concern.

Whereas it is often-times expedient that guardians of the poor should appoint an officer to collect and receive monies from time to time due and payable to them or on their account.

Now, therefore, we, the Poor Law Board, acting under the authority of the statutes in that behalf made and provided, hereby order and direct the guardians of the poor of the several unions, parishes, and places named in the Schedules (B.) and (C.) hereunto annexed, as and when they shall see occasion to do so, to appoint a fit and proper person to collect the monies due and payable to such guardians, to be termed collector of the guardians.

And we further order, with respect to such appointment, as follows ; that is to say :—

Mode of Appointment.

Article 1.—Every officer to be appointed under this Order shall be appointed by a majority of the guardians present at a meeting of the board, and voting on the question of such appointment.

Every such appointment shall, as soon as the same has been made, be reported to the Poor Law Board by the clerk to the guardians.*

* See the Order of September 7, 1899, printed at p. 167 below.

Article 2.—Previous to an appointment to the aforesaid office being made under this Order, a notice that the question of making such appointment will be brought before the board of guardians shall be given and entered on their minutes at one of the two ordinary meetings of the said board next preceding the meeting at which the appointment is made, or an advertisement, giving notice of the consideration of such appointment shall be inserted in some public newspaper, by the direction of the guardians, at least seven days before the days on which such appointment is made: Provided that no such notice or advertisement shall be necessary for the appointment of a temporary substitute.

Qualification.

Article 3.—Every person who shall be appointed to the office of collector under this order shall agree to give one month's notice previous to resigning the office, or to forfeit one month's amount of salary, to be deducted as liquidated damages from the amount of salary due at the time of such resignation.

Duties of the Officer.

Article 4.—The duties of the collector shall be :—

- No. 1. To collect, under the directions of the guardians, all sums of money from time to time due and payable to them other than such as under their orders or otherwise shall be payable to their treasurer.
- No. 2. To serve the orders of contributions upon the overseers when required by the guardians to do so.
- No. 3. To assist the clerk to the guardians in filling up receipts, keeping books, and making returns which relate to any matter concerning the monies payable to the guardians which he may have collected or may have been required to collect.
- No. 4. To produce to the guardians or their clerk respectively, whenever required by them or him, the account books in his custody by virtue of his office as such collector, and to balance the same and to furnish them with a true list of all defaulters in the payment of monies due to them, and under their directions to attend the proceedings against such defaulters.
- No. 5. To keep punctually a book according to the form set forth in the Schedule (A.) No. 1 hereunto annexed, and to duly enter therein all sums received and all sums paid by him, and to give in respect of all monies received by him a receipt in the form in the said Schedule (A.) No. 2.
- No. 6. To pay all sums received by him to the treasurer of the said guardians monthly, or at any shorter period

if required by them to do so; and whenever the same shall amount to 50*l.*, or upwards, to pay the same to the said treasurer as soon as practicable after the receipt thereof.

No. 7. To submit to the guardians at their ordinary meeting an account of the payments and disbursements made by him on their behalf, with proper vouchers where the same can be obtained, once a month, or at a shorter interval if he find it necessary to do so.

No. 8. To attend every meeting of the guardians when required by them to do so, and every meeting of the finance committee, if there be one, and to obey all lawful orders and directions of such guardians and committee relating to his office.

No. 9. To attend the auditor at the audit of the accounts of the guardians, and to obey all the regulations contained in the order of accounts issued to the unions and parishes named in the said Schedules (B.) and (C.) hereunto annexed, which relate to the attendance and accounting of officers at the audit.

Remuneration of the Officer.

Article 5.—The board of guardians shall pay to the officer appointed to the office of collector under this Order such salary, either by a fixed sum or by a poundage, as the Poor Law Board shall from time to time direct or approve; and shall also repay the amount expended or disbursed by him on their behalf according to the account rendered by him, so far as it shall be found to have been duly and properly incurred.

Article 6.—The salary of such officer shall be payable from the day on which he commences the performance of his duties up to the day on which he shall cease to hold such office, and no longer, and shall be paid by quarterly payments at the several quarters ending at the usual feast days in the year, namely, Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day, with a proportionate sum to be paid to his executors or administrators in case he shall die while holding such office; and in the case of a payment by poundage, the same shall be calculated by the said guardians at such several quarters upon the amount which the said guardians shall ascertain to have been collected by such collector in the quarter then last ended, and the same shall be paid by the said guardians at such times accordingly.

Article 7.—It shall be competent for the guardians to defer, in whole or in part, the payment of the salary of such collector, until his accounts shall have been audited and allowed by the auditor, after which audit and allowance the sum due up to the date of his accounts so audited shall forthwith be paid.

Article 8.—No such collector who may be suspended, and who shall upon such suspension resign, or be removed by the Poor Law Board, shall be entitled to any salary from the date of such suspension; and no such officer who shall be temporarily suspended from his office, by reason of his services not being required, shall be entitled to any salary pending such temporary suspension.

Security.

Article 9.—The person appointed to such office shall give a bond in such penal sum as the said guardians shall think fit, in the names of himself and two sufficient sureties, not being officers of the same union or parish as that for which he shall be appointed, conditioned for the due and faithful performance of the duties of the office; and every such collector shall give immediate notice to the said guardians of the death, insolvency, or bankruptcy, of either of such sureties, and shall, when required by the said guardians, produce a certificate signed by two householders, that his sureties are alive, and believed by them to be solvent, and shall supply a fresh surety in the place of any such surety who may die, or become bankrupt or insolvent: Provided that the guardians may, if they think fit, take the security of any society or company expressly authorised by statute to guarantee or secure the faithful discharge of the duties of any poor law officer.

Article 10.—The auditor shall, in the statement required by the General Orders of the Poor Law Commissioners and the Poor Law Board in that behalf, to be transmitted to them of the securities of the officers of the said unions or parishes, include the name of the collector for the time being appointed under this Order, together with the particulars in the said General Orders required, and shall report thereon to the board of guardians, in like manner as therein set forth with reference to the securities of other officers.

Continuance in Office and Suspension of Officer.—Supply of Vacancy.

Article 11.*—Every collector shall hold the said office until he shall die, or resign, or be removed by the Poor Law Board, or be proved to be insane by evidence which such Board shall deem sufficient, unless the guardians shall deem it advisable to discontinue the office, and shall inform the said board accordingly; and upon such death, resignation, removal, or insanity of such officer, the said guardians shall give notice thereof to the Poor Law Board, and proceed to appoint some person in his place, according to the provisions of this Order; and in every case of a resignation, the clerk of the said guardians shall transmit to the Poor Law Board a statement of the cause of such resignation, as far as it may be known to them.

* See Order of September 7, 1899, printed at p. 167 below.

Officers :—Collector of the Guardians :—Order of 1865. 149

Article 12.—The said guardians may, at their discretion, suspend from the discharge of his duties any such collector, and shall, in case of every such suspension, forthwith report the same, together with the cause thereof, to the Poor Law Board, for their decision thereon, and if the Poor Law Board remove such suspension, he shall forthwith resume the performance of his duties.

Article 13.—If any such collector be at any time prevented by sickness or accident, or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may pay such person a reasonable compensation for his services; and every such appointment, with a statement of the circumstances which have led to it, shall be reported to the Poor Law Board, as soon as the same shall have been made, by the clerk to the guardians.

Article 14.—The word “parish” in this Order shall mean every place which maintains its own poor separately, or for which a separate poor rate is made.

Article 15.—The word “overseer” shall be taken to include any person acting or legally bound to act in the discharge of any of the duties usually performed by overseers, so far as they are referred to herein.

Schedule (A.)

No. 1.—Form of Collector's Book.

Union [or Parish].

[illegible]

No. 2.—Form of Collector's Receipt.

This part to be retained by the Collector.

_____ Union [or Parish].	_____ Union [or Parish].
day of 18 ,	day of 18 .
Mr. _____	Received of _____
For _____	the Sum of _____
£ _____	on behalf of the above-named Union [or Parish], in respect of _____

	£ _____
	(Signed) _____
	Collector for the said Union [or Parish].

Schedule (B.) and (C.) containing the names of the unions and parishes to which the foregoing Order refers.

[These schedules, which contain the names of most of the then existing unions and parishes are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed.]

Given under our hands and seal of office, this seventh day of October, in the year One thousand eight hundred and sixty-five.

C. P. Villiers, President.

G. Grey,

W. E. Gladstone.

GENERAL ORDER OF THE POOR LAW BOARD, DATED NOVEMBER 27, 1866, AS TO APPOINTMENT, &c., OF COLLECTOR OF THE GUARDIANS.

To the Guardians of the Poor of the several unions, parishes, and places named in the schedules hereunto annexed ;

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said unions, parishes, or places are situate ;

And to all others whom it may concern.

Whereas by a General Order under the hands and seal of the Poor Law Board, dated the seventh day of October, one thousand eight hundred and sixty-five,* addressed to the guardians of the poor of the several unions, parishes, and places named in the Schedules (B.) and (C.) thereunto annexed. being the same as those named in the Schedules (A.) and (B.) hereunto annexed, the said Poor Law Board ordered and directed the said guardians, as and when they should see occasion to do so, to appoint a fit and proper person to collect the monies due and payable to such guardians, to be termed collector of the guardians.

* Printed at p. 145 above.

And whereas it is expedient that the guardians of some of the unions and parishes should be empowered to appoint more than one such collector.

Now therefore, we, the said Poor Law Board, acting under the authority of the statutes in that behalf made and provided, hereby order and direct that as and when any board of guardians shall see occasion to do so they may appoint more than one collector for the above purpose.

And we hereby further direct that all the regulations and provisions contained in the said recited Order shall apply to the collectors to be appointed under the authority of this Order.

Schedules (A.) and (B.) containing the names of the unions and parishes to which the foregoing Order refers.

[These schedules, which contain the names of most of the then existing unions and parishes, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-seventh day of November, in the year One thousand eight hundred and sixty-six.

(L.S.)

*Gathorne Hardy, President.
S. H. Walpole,
B. Disraeli.*

H. F. Canning, Secretary.

**ORDER OF THE POOR LAW BOARD DATED NOVEMBER 15, 1867,
AS TO INCREASE OF SALARIES OF COLLECTORS OF POOR
RATES.**

To the Guardians of the Poor of the several unions named in the schedule hereunto annexed ;—

To the Churchwardens and Overseers of the Poor of the several parishes comprised in the said unions ;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the division or divisions in which the said unions are situate ;—

And to all others whom it may concern.

Whereas the Poor Law Commissioners and the Poor Law Board respectively have, by divers orders in that behalf heretofore issued, ordered the guardians of the poor of the several unions named in the schedule hereunto annexed to appoint collectors of the poor rates, or assistant overseers with the duty of collecting the poor rates, in all or some of the parishes comprised in such unions, and have specified the duties to be executed by such officers, and have regulated the amount of

salaries payable to them, and the time and mode of payment thereof, and the proportions in which the respective parishes for which they are appointed shall contribute to the payment.

Whereas the said board have, by a General Order bearing date the 14th day of January 1867,* and by sundry other Orders, prescribed the mode in which such collectors and assistant overseers shall make out and keep their accounts in relation to the collection of the poor rates.

And whereas by reason of the provisions of the Representation of the People Act, 1867,† the labour incurred in the making out and collecting of the poor rate in certain parishes may be increased, and a greater demand may be made upon such collectors and assistant overseers as aforesaid, in respect of their services in such parishes; and in such cases it is desirable that an increase should be made in the salaries or other compensation paid to the collectors and assistant overseers appointing and acting under such orders in any parish affected by the provisions of the said Act in respect of such additional services.

Now therefore, we, the Poor Law Board, acting under the powers given in and by the statutes in that behalf, do hereby order as follows; that is to say,—

Article 1.—The guardians of the poor of the said several unions may, if they think proper, make a reasonable increase in the salaries or other compensation now legally paid by them to such officers as aforesaid of such amount and for such a period as to the said guardians shall appear suitable, and may from time to time renew, alter, or increase such compensation.

Article 2.‡—Every resolution of the guardians under this Order shall be reported to the Poor Law Board for their approval, and shall be of no force until approved of by them.

Article 3.—If the Poor Law Board think proper at any time to direct the increase authorised to be made by this Order in any case to be discontinued, the payment of such increase shall cease from such time as the board shall specify.

Article 4.—Provided, that if the board of guardians shall deem it expedient to make any change in the districts of which any such collector or assistant overseer shall be now acting, and such officer, and, when necessary, his sureties, shall consent thereto, their proposals shall be submitted to the Poor Law Board, and if they approve of the same such change may be effected either with an Order of the board or without it, as the case may require.

Article 5.—Every such collector or assistant overseer shall give his aid and assistance to the overseers of the parish for which he acts in making out and serving the notices of poor rates in arrear required to be made out and served by the 28th

* Printed at p. 301 below.

† 30 & 31 Vict. c. 102.

‡ See the Order of September 7, 1899, printed at p. 167 below.

section of the said Act, and in making out the list of persons in arrear of their poor rates required by the 29th section of the said Act to be made out and served by such overseers respectively.

Article 6.—Notwithstanding anything herein contained, the provisions of the said general and other Orders as to the keeping of the accounts of the said officers, and of every other Order relating to the duties of such officers, and the powers, authorities, and duties of the said guardians, and of the overseers of the parishes for which they are acting, shall continue in full force.

Article 7.—The word “unions” in this Order shall be taken to include not only unions of parishes formed under the provisions of the Poor Law Amendment Act, 1834, but also unions of parishes incorporated or united for the relief or maintenance of the poor under any local Act of Parliament.

The word “guardians” in this Order shall be taken to include not only guardians appointed or entitled to act under the provisions of the said Poor Law Amendment Act, 1834,* but also any guardians appointed or entitled to act as managers of the poor under any local Act of Parliament.

Whenever the word “parish” is used in this Order it shall be taken to signify any place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed.

SCHEDULE.

Names of Unions to which this Order applies.

[This schedule, which contains the names of some two hundred of the then existing unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed.]

Given under our hands and seal of office, this fifteenth day of November, in the year One thousand eight hundred and sixty-seven.

*Devon, President.
B. Disraeli.
Gathorne Hardy.*

*G. Sclater-Booth,
Secretary.*

* 4 & 5 W. 4. c. 76.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED DECEMBER 22, 1871, AS TO MONTHLY PAYMENT OF SALARIES OF OFFICERS OF GUARDIANS.

To the Guardians of the Poor of all the unions in England and Wales ;

To the Guardians of the Poor of the several parishes, townships, and places in England and Wales under separate boards of guardians ;

And to all others whom it may concern.

Whereas the Poor Law Board, by certain General Orders, dated respectively the 14th day of January, 1867,* and the 9th day of March, 1871, and various other Orders under their seal of office, respectively, issued to the guardians of the poor of the several unions in England and Wales, and of the several parishes, townships, and places in England and Wales under separate boards of guardians, did (among other things) order and direct that the salaries of the several officers of the guardians, whether for the full quarter or for any portion thereof, shall be paid at the several quarters ending at the usual feast days in the year, namely, Lady-day, Midsummer-day, Michaelmas-day, and Christmas-day : Provided, nevertheless, that in the case of any officer whose duty it is to render accounts to the board of guardians or auditor, such officer shall submit his accounts for the quarter in question to the guardians before such payment ; and further that it shall be competent for the guardians to defer in whole or in part the payment of the salary or other compensation of any such officer until his accounts shall have been audited and allowed by the auditor, after which audit and allowance the sum due up to the date of his accounts, so audited shall be forthwith paid :

And whereas it is expedient to alter the aforesaid provision for the payment of the salaries of the said officers at the periods aforesaid :

Now, therefore, we, the Local Government Board under the authority of the statutes in that behalf, hereby alter so much of the said several Orders as provides for the payment of the salaries of the said officers quarterly.

And we hereby order, from and after the 25th instant as follows :—

Article 1.—The guardians of the said several unions, parishes, townships, and places may, if they think fit, pay to each or any of the officers, assistants, and servants entitled to receive payment of any fixed salary from them the amount which shall become due in respect of each monthly service at the end of such month instead of at the quarterly periods aforesaid.

* Printed at p. 301 below. See Art. 36 of that Order at p. 318 below.

Article 2.—Every such officer who may be paid monthly under the authority of this Order, shall nevertheless make out his account quarterly according to the above-mentioned days, and submit the same to the guardians on those days, before the last portion of the salary in respect of the quarter is paid to him by them.

Article 3.—Whenever the word “unions” is used in this Order, it shall be taken to include not only unions of parishes formed under the provision of the Poor Law Amendment Act, 1834,* but also unions of parishes incorporated or united for the relief or maintenance of the poor, under any Act of Parliament, to which any such Order as aforesaid has been issued.

Article 4.—Whenever the word “parishes” is used in this Order, it shall be taken to signify any place for which a separate overseer is or can be appointed, to which any such Order as aforesaid has been issued.

Article 5.—Whenever the word “guardians” is used in this Order, it shall be taken to include not only guardians appointed or entitled to act under the provisions of the last above-mentioned Act, but also any governors, directors, managers, acting guardians, vestrymen, or other officers in a parish or union appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates, under any local Act of Parliament.

Article 6.—The term “officers” shall be taken to include not only the officers of the workhouse, but also of any workhouse school, infirmary, hospital or dispensary, provided by the guardians for the reception or relief of paupers, but nothing herein contained shall over-rule or operate to alter or rescind the provisions contained in the General Order of the Poor Law Board, dated the nineteenth day of August, in the year One thousand eight hundred and sixty-seven,† which relate to the payment of the salaries or wages of persons appointed or employed by guardians as therein described.

Given under our seal of office this twenty-second day of December, in the year One thousand eight hundred and seventy-one.

(L.S.)

James Stansfeld,
President.

John Lambert,
Secretary.

* 4 & 5 Will. 4. c. 76.

Printed at p. 301 below.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED FEBRUARY 2, 1872, AS TO COLLECTION OF POOR RATES.

To the Guardians of the Poor of all the unions in England and Wales ;—

To the Guardians of the Poor of the several parishes, townships, and places in England and Wales under separate boards of guardians ;—

To the Churchwardens and Overseers of the Poor of the several parishes and places comprised within the said unions, and of the several parishes, townships, and places under separate boards of guardians ;—

And to all others whom it may concern.

Whereas by two General Orders bearing date respectively the 24th day of July * and the 8th day of December 1847, and by divers separate Orders issued to unions, parishes, and townships, and places in England and Wales respectively, provision was made in regard to the security to be given by officers appointed by the guardians, which enabled the guardians, if they should think fit, to take the security of any society or company expressly authorised by statute to guarantee or secure the faithful discharge of the duties of such officers.

And whereas by a General Order addressed to the guardians of the several unions, parishes, townships, and places named therein, bearing date the 21st day of January 1871, this provision was extended to the guarantee of any company which should have complied with the conditions contained in the guarantee by Companies Act, 1867,† and should have received from the Treasury a certificate as therein provided, and should give their guarantee in a security, the form whereof should have been approved by the Poor Law Board under their seal.

And whereas it is expedient to remove the restrictions in such Orders mentioned as herein provided.

Now, therefore, we, the Local Government Board, in pursuance of the powers given in and by the several statutes in that behalf do hereby, from and after the date hereof, order and direct as follows :—

Article 1.—That the guardians of any such unions, parishes, or townships as aforesaid may accept, as a security for any officer appointed by them, and required to give security by any of the Orders above referred to, the guarantee of any company or association which shall undertake to guarantee the good conduct of such officers, and shall give their guarantee in a security [*the form whereof shall have been or shall be approved by the Poor Law Board or the Local Government Board under their seal*].‡

* Printed at p. 74 above.

† 30 & 31 Vict. c. 108.

‡ These words were superseded by the Order of October 29, 1903, printed at p. 169 below.

And whereas by divers Orders of the Poor Law Commissioners, the Poor Law Board, and the Local Government Board respectively, the guardians of certain unions, parishes, and townships have been empowered to appoint collectors of poor rates or assistant overseers.

And whereas by the Poor Law Amendment Act, 1844,* it was enacted, that wherever any such collector or assistant overseer has been or may be appointed under any Order of the said Poor Law Commissioners, and whilst the said Order remains in force, the powers of any vestry or parish officers, or of any other persons other than the board of guardians of such parish or union (if a board of guardians have been constituted), to appoint any collector or assistant overseer, and (if so directed by the said Commissioners) every appointment under such powers, shall cease.

And whereas the guardians have in many instances failed to make appointments or to fill up vacancies under such Orders, and it will be expedient that such Orders so far as they are not now acted upon, should be rescinded as herein provided.

Article 2.—Now therefore, we, the said board, do hereby rescind every such Order, so far as it has not been acted upon by the said guardians by making any appointment whatsoever in respect of any parish to which it applies, or by filling up any vacancy which may have occurred more than two years preceding the date hereof.

And whereas in the Orders herein referred to provision is made for the continuance in office of collectors or assistant overseers appointed by such guardians, and for their remuneration, and it is expedient that further provision should be made thereon as herein contained.

Now therefore, we, the said board, do hereby provide, in respect of any appointment of a collector or assistant overseer for any parish to be made after the expiration of one month from the date hereof, as herein-after mentioned.

Article 3.—If the guardians of any union, having regard to the state of any other parish or parishes in the union, shall at any time deem it necessary to make any change in the appointment of the collector or assistant overseer for the parish for which such collector or assistant overseer is to be appointed, or if there shall be any alteration in the general law of rating which may render a change in the appointment or remuneration of the collector or assistant overseer expedient, but the collector or assistant overseer shall refuse to acquiesce therein, the guardians may, with the consent of the Local Government Board, but not otherwise, and after six months' notice in writing, signed by their clerk, given to such collector or assistant overseer, determine his office.

* 7 & 8 Vict. c. 101.

In respect of any collector or assistant overseer hereafter appointed under an Order which has not contained the following provisions the same shall take effect for the future and all previous provisions at variance or inconsistent with the same shall be rescinded.

Article 4.—The said guardians may, at their discretion, suspend from the discharge of his duties any such collector or assistant overseer, and shall, in case of every suspension, forthwith report the same, together with the cause thereof, to the Local Government Board for their decision thereon; and if the Local Government Board remove the suspension of such collector or assistant overseer by the guardians, he shall forthwith resume the performance of his duties.

Article 5.—If any such collector or assistant overseer be at any time prevented by sickness or accident, or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may pay such person a reasonable compensation for his services; and every such appointment, with a statement of the circumstances which have led to it, shall be reported to the Local Government Board, as soon as the same shall have been made, by the clerk to the guardians, and where the Order specifies the amount of remuneration, whether by a fixed salary or by a poundage, the same shall, unless the Local Government Board otherwise direct, be paid accordingly.

Article 6.—No such collector or assistant overseer who may be suspended, and who shall upon such suspension resign, or be removed by the Local Government Board, shall be entitled to any salary from the date of such suspension; and no such officer who shall be temporarily suspended from his office, by reason of his services not being required, shall be entitled to any salary pending such temporary suspension.

Article 7.—Whenever the word “unions” is used in this Order, it shall be taken to include not only unions of parishes formed under the provision of the Poor Law Amendment Act, 1834,* but also unions and parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament, to which any such Order as aforesaid has been issued.

Article 8.—Whenever the word “parishes” is used in this Order, it shall be taken to signify any place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed, to which any such Order as aforesaid has been issued.

Article 9.—Whenever the word “guardians” is used in this Order, it shall be taken to include not only guardians

* 4 & 5 Will. 4. c. 76.

appointed or entitled to act under the provisions of the last-mentioned Act, but also any governors, directors, managers, acting guardians, vestrymen, or other officers in a parish or union appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates, under any local Act of Parliament.

Given under our seal of office this second day of February, in the year One thousand eight hundred and seventy-two.

James Stansfeld,
President.

John Lambert,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JUNE 10, 1875, AS TO MEDICAL OFFICERS' FEES FOR AMPUTATION.*

To the Guardians of the Poor of the several unions and separate parishes in England and Wales;—

To the District Medical Officers of the said unions and separate parishes respectively;—

And to all others whom it may concern.

Whereas by certain articles contained in general and other Orders addressed by the Poor Law Commissioners, the Poor Law Board, and the Local Government Board respectively, to the guardians of the poor of the several unions and separate parishes in England and Wales, provisions are made for payment to district medical officers of special remuneration for certain operations, including amputation, subject to the following proviso:—

“ Provided that, except in cases of sudden accident immediately threatening life, no medical officer shall be entitled to receive such remuneration for any amputation, unless he shall have obtained at his own cost, the advice of some member of the Royal College of Surgeons of London, or some fellow or licentiate of the Royal College of Physicians, of London, before performing such amputation, and unless he shall also produce to the guardians a certificate from such member of the Royal College of Surgeons, or such fellow or licentiate, stating that, in his opinion, it was right and proper that such amputation should be then performed.”

And whereas in certain unions and separate parishes the operation of the articles of the said several Orders comprising the provisions for the special remuneration of district medical officers as aforesaid, has been wholly or in part suspended until further order in that behalf;

* This Order was Gazetted June 11, 1875.

And whereas it is expedient that the proviso above-recited should be rescinded, and another proviso substituted in its stead :

Now, therefore, we the Local Government Board, in pursuance of the powers given by the statutes in that behalf, hereby order as follows :—

Article 1.—The above-recited proviso in the said several Orders shall, from and after the date at which this Order shall come into operation, be rescinded.

Article 2.*

Article 3.—In any union or separate parish where the operation of the articles of the said several Orders comprising the provisions for the remuneration of district medical officers has been suspended with respect to amputations, the operation of the proviso substituted by this Order shall also be suspended to the same extent until further Order is made in that behalf.

Article 4.—In this Order—

The term “ separate parish ” means a parish or place which is under a separate board of guardians.

The word “ union ” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament ;

The word “ guardians ” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board, this tenth day of June, in the year One thousand eight hundred and seventy-five.

G. Sclater-Booth.
President.

Clare Sewell Read,
Secretary.

* Article 2 was rescinded and new regulation substituted therefor by Article 4 of Order of February 12, 1879, printed at p. 161 below.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED FEBRUARY 12, 1879, AMENDING CONSOLIDATED AND OTHER ORDERS.*

To the Guardians of the Poor of the several unions and separate parishes named in the schedule to this Order;—

And to all others whom it may concern.

Whereas by certain general and other Orders, addressed by the Poor Law Commissioners, the Poor Law Board, and the Local Government Board, respectively, to the guardians of the poor of each of the unions and separate parishes named in the schedule to this Order, provision is made for the appointment by such guardians, from time to time, of persons to hold certain offices, and amongst them the following; namely,—

Master of the workhouse,
Matron of the workhouse,
Schoolmaster of the workhouse,
Schoolmistress of the workhouse,
Relieving officer;

and the said Orders contain the following regulations, or regulations to the like effect, with respect to the continuance in office of such officers:

“Every officer appointed to or holding any office under this Order, other than a medical officer, shall continue to hold the same until he die, or resign, or be removed by the Commissioners, or be proved to be insane, to the satisfaction of the Commissioners.”

“If any master and matron hereafter appointed be husband and wife, and one of them should be dismissed by order of the Commissioners, or should otherwise vacate his or her office, or should die, the other or survivor shall, at the expiration of the then current quarter, cease to hold his or her office of master or matron, as the case may be.”

And whereas it is expedient that the regulation above recited should be altered as herein-after mentioned.

Now, therefore, we, the Local Government Board in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows:

Article 1.—Instead of the regulations above recited, the following regulations numbered (1) and (2) respectively shall apply to the officers therein mentioned:

- (1.) Every master, matron, schoolmaster, or schoolmistress of a workhouse, and every relieving officer, appointed after the twenty-eighth day of February, One thousand eight hundred and seventy-nine, shall continue to hold office until he or she die, or resign, or be dismissed by the guardians subject to the consent

* This Order was Gasetted February 14, 1879.

of the Local Government Board, or by the Local Government Board, or be proved to be insane by evidence which that board shall deem sufficient.

Provided that the guardians may, with the like consent, determine the appointment of any such officer at any time before, or at, the expiration of the first year of his or her service, by giving to the officer three months' previous notice in writing, signed by their clerk, of such their intention.

- (2.) In every case where both the master and matron are appointed after the twenty-eighth day of February, One thousand eight hundred and seventy-nine, and whether they be husband and wife or not, the termination of the office of either of them by death, resignation, insanity, or dismissal as aforesaid shall render the office of the other vacant at the expiration of the then current quarter.

And whereas the above-mentioned Orders contain the following regulation, or a regulation to the like effect, with respect to the division of the said unions and separate parishes into districts for general and medical relief and the assignment of relieving officers and medical officers to such districts :

“The guardians may from time to time divide the union into districts for general and medical relief, with the consent of the Commissioners ; and on any change in the division of the union into districts for general and medical relief, or in the assignment of relieving officers and medical officers of such districts, the clerk shall report every such change to the Commissioners for their approbation.”

And whereas by General Orders of the Poor Law Board dated respectively the twenty-fifth day of May, One thousand eight hundred and fifty-seven,* and the tenth day of August, One thousand eight hundred and seventy, the said lastly-recited regulation has, as regards certain of the unions and separate parishes named in the schedule to this Order, been altered in relation to changes in the districts for medical relief, and as regards the other unions and parishes therein named, such alteration has been made applicable or a corresponding alteration has been embodied in other Orders issued to such unions and separate parishes, and it is expedient that such lastly-recited regulation should be altered as herein-after mentioned, with respect to changes in the districts for general relief, and the assignment of relieving officers to such districts :

Now, therefore, we hereby further Order as follows :

Article 2.—Where a change in the extent of the district of a relieving officer appointed after the twenty-eighth day of February, One thousand eight hundred and seventy-nine, or where the transfer of any such relieving officer from one

* Printed at p. 141 above.

district to another in the same union or separate parish, shall be deemed necessary for the more convenient or efficient administration of relief, or otherwise, and he shall decline to acquiesce in such change or transfer, the guardians may, with the consent of the Local Government Board, and after six months' notice in writing signed by the clerk and given to such officer, determine his office.

And whereas by the above-mentioned Orders, and by other Orders of the Poor Law Board and the Local Government Board, the duties of medical officers, either for districts or for workhouses, are prescribed, and it is expedient to make further provision on that behalf :

Now, therefore, we hereby further Order as follows :

Article 3.—Every medical officer appointed by the guardians after the twenty-eighth day of February, One thousand eight hundred and seventy-nine, whether for a district or a workhouse, shall immediately upon the occurrence of any case of contagious, infectious, or epidemic disease of a dangerous character among the pauper patients under his care, give notice thereof to the clerk of the sanitary authority of the urban or rural sanitary district, as the case may be, within which he acts as medical officer, or to the medical officer of health of such authority.

He shall also furnish from time to time to the medical officer of health of such sanitary authority such information with respect to the cases of sickness and the deaths amongst the pauper patients under his care as the Local Government Board may direct, and whenever the Local Government Board shall make regulations for all or any of the purposes specified in Section 134 of the Public Health Act, 1875,* he shall observe such regulations as far as the same relate to or concern his office.

And whereas by the Orders firstly before referred to provision was made for payment to district medical officers of special remuneration for certain operations, subject to a proviso, for which another proviso was substituted by Article 2 of a General Order of the Local Government Board dated the tenth day of June, One thousand eight hundred and seventy-five;† and it is expedient that the last-named Order should be altered as hereinafter mentioned :

Now, therefore, we hereby further Order as follows :

Article 4.—Article 2 of the said Order dated the tenth day of June, One thousand eight hundred and seventy-five,† shall, on the twenty-eighth day of February, One thousand eight hundred and seventy-nine, be rescinded, and in lieu thereof the following regulation shall take effect :

After the twenty-eighth day of February, One thousand eight hundred and seventy-nine, no district medical officer

* 38 & 39 Vict. c. 55.

† Printed at p. 159 above.

shall, except in cases of sudden accident immediately threatening life, be entitled to receive the remuneration prescribed by the firstly before-recited Orders for any amputation unless, before performing it, he shall have obtained, at his own cost, the advice of some person who shall be registered under the Medical Act of 1858,* and shall be qualified by law to practise in England and Wales, either medicine or surgery, or both; and unless he shall produce to the guardians a certificate from such person stating that, in his opinion, it was right and proper that such amputation should be then performed.

Article 4.—In this Order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The word “guardians” includes any governors, directors, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Schedule.

Unions and Separate Parishes.

[This schedule, which contains the names of most of the then existing unions and separate parishes, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under the seal of office of the Local Government Board, this twelfth day of February, in the year One thousand eight hundred and seventy-nine.

G. Sclater-Booth.
President.

John Lambert,
Secretary.

* 21 & 22 Vict. c. 90.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JUNE 17, 1886, AS TO COLLECTORS OF POOR RATES AND ASSISTANT OVERSEERS.*

To the Guardians of the Poor of the several unions and separate parishes in England and Wales ;—

To the Churchwardens and Overseers of the Poor of the several parishes and places comprised in the said unions, and of the said separate parishes ;—

And to all others whom it may concern.

Whereas the Poor Law Commissioners, the Poor Law Board, and the Local Government Board respectively have, by General and other Orders issued in that behalf, ordered and empowered the guardians of the poor of certain of the unions and separate parishes in England and Wales to appoint collectors of poor rates, or assistant overseers, for all or some of the parishes comprised in such unions or for such separate parishes ;

And whereas by the said Orders, or some of them, provision was made with regard to the mode of appointment, tenure of office, and remuneration of such collectors and assistant overseers, and the supply of vacancies ;

And whereas it is expedient that certain further provisions should be made as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby Order as follows :—

Article 1.—The provisions of Articles 2, 3, and 4 of this Order shall respectively apply in every case where, under any Order or Orders above referred to, and still in force, the guardians of any union or separate parish in England and Wales have appointed or may hereafter appoint a collector of poor rates or an assistant overseer, and all previous provisions at variance or inconsistent with the same are hereby rescinded.

Article 2.—If any such collector of poor rates or assistant overseer now holding office, or who may hereafter be appointed, shall give notice of an intended resignation to take effect on a future day, or if the guardians shall, in pursuance of any provision in force at the time, by notice determine the appointment of any such officer, they may appoint a successor to such officer at any time subsequent to such notice, without waiting for the vacancy in the office.

Article 3.—On the occurrence of a vacancy in the office of any such collector of poor rates or assistant overseer now holding office, or who may hereafter be appointed, the guardians may, during the necessary interval before a new appoint-

* This Order was Gazetted June 18, 1886.

ment can be made in conformity with the provisions in force at the time on the subject, employ some person to discharge the duties of the vacant office, and may pay to such person a reasonable compensation for his services, and such compensation shall be charged in the same manner as the remuneration of the officer in whose place or stead such person is employed was chargeable in pursuance of the provisions in force at the time on the subject; but no compensation shall be paid in any such case for a longer period than six weeks unless our consent be first obtained.

Article 4.—The guardians may, with our approval, pay to any such collector of poor rates or assistant overseer now holding office, or who may hereafter be appointed, a reasonable compensation on account of extraordinary services or other unforeseen circumstances connected with the duties of his office, and such compensation shall be charged in the same manner as the remuneration of the officer may be chargeable in pursuance of the provisions in force at the time on the subject.

Article 5.—The following provision shall take effect in respect of any collector or assistant overseer appointed after the thirtieth day of June, One thousand eight hundred and eighty-six, under any Order which has not contained a similar provision; and all previous provisions at variance or inconsistent with the same shall, except so far as relates to any collector or assistant overseer appointed on or before the said date, be rescinded, that is to say,—

Every such officer shall continue to hold office until he shall die, or resign, or be dismissed by the guardians, subject to the consent of the Local Government Board, or be removed by the Local Government Board, or be proved to be insane by evidence which that board shall deem sufficient; and the said guardians shall give notice to the Local Government Board of every such death or resignation, and state the cause of such resignation, so far as it may be known to them.

Provided that the guardians may, with the like consent, determine the appointment of any such officer at any time before or at the expiration of the first year of his service by giving to the officer three months' previous notice in writing, signed by the clerk, of such their intention.

Article 6.—In this Order—

The word "union" includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament:

The term "separate parish" means a parish or place which is under a separate board of guardians;

The word "parish" means any place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed ;

The word "guardians" includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board, this seventeenth day of June, in the year One thousand eight hundred and eighty-six.

(L.S.) *James Stansfeld,*
President.

Hugh Owen,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED SEPTEMBER 7, 1899, AS TO THE APPOINTMENT OF CERTAIN SUBORDINATE OFFICERS.*

1899. No. 675.

General Order :

Appointment of certain subordinate officers by boards of guardians, school attendance committees, and managers of school districts: rescinding provisions in part and making further provisions.

To the Guardians of the Poor of the several poor law unions in England and Wales ;—

To the School Attendance Committees appointed by boards of guardians under the provisions of the Elementary Education Act, 1876† ;—

To the Boards of Management of the several school districts formed under the Poor Law Amendment Act, 1844‡ ;—

And to all others whom it may concern.

Whereas by divers General and other Orders, the Poor Law Commissioners, the Poor Law Board, and the Local Government Board respectively have made regulations with reference to the appointments of certain officers and assistants, and with reference to their salaries and continuance in office ; and such regulations apply to the following offices, amongst others, namely, to the offices of collector of the guardians, collector of poor rates, school attendance officer appointed by a school

* This Order was Gazetted September 8, 1899.

† 39 & 40 Vict. c. 79.

‡ 7 & 8 Vict. c. 101.

attendance committee, inquiry officer, porter, assistant teacher for the purpose of industrial instruction, and superintendent of out-door labour.

And whereas it is expedient that such regulations should be partially rescinded and that certain further alterations should be made in them :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby Order as follows :—

Article 1.—So much of any of the Orders above referred to as requires the report to us of the death or resignation of any person holding any of the said offices, or of the appointment of any temporary substitute for any such person, is hereby rescinded.

Article 2.—(1.) So much of any of the said Orders as requires the report to us or our approval of the appointment of any person appointed after the date hereof to any of the said offices, or requires our direction or approval as regards the remuneration of any such person, or prescribes the remuneration of any such person by reference to a fixed annual sum or to poundage, or requires our consent to or our direction for the dismissal or removal from or determination of office of any such person, or provides for the report to us of the suspension from office of any such person and for the continuance of such suspension until removed by us, is hereby rescinded ; but nothing herein contained shall be deemed to affect any provision which requires the report to us of the dismissal or removal from or determination of office of any such person and the grounds of such dismissal or removal from or determination of office, or any provision which requires our approval of the payment to any such person of reasonable compensation, by way of gratuity or otherwise, on account of extraordinary services, or other unforeseen circumstances connected with the duties of such person, or the necessities of the union or district, as the case may be, or on any other ground specified in any of the said Orders.

(2.) Subject to the provisions of sub-division 1 of this Article, such remuneration shall be paid to any person appointed after the date hereof to any of the said offices as may be assigned to him by the board of guardians or other body appointing him ; and any such person may be suspended, dismissed, or removed from office, or his office may be determined by such board of guardians or other body.

Article 3.—Notwithstanding anything in any of the said Orders a board of guardians may, without our consent, dispense with the condition that a person holding the office of relieving officer shall devote his whole time to the duties of his office but only so far as may be necessary to enable a person holding the office of relieving officer to discharge the duties of collector

of the guardians, school attendance officer, inquiry officer, registrar of births and deaths, registrar of marriages, or inspector under the Infant Life Protection Act, 1897,* for an area wholly comprised within the district for which he acts as relieving officer.

Article 4.—This Order shall have effect from and after the twenty-ninth day of September, one thousand eight hundred and ninety-nine.

Given under the seal of office of the Local Government Board, this seventh day of September, in the year One thousand eight hundred and ninety-nine.

(L.S.)

Henry Chaplin,
President.

S. B. Provis,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED OCTOBER 29, 1903, ALTERING REGULATIONS AS TO OFFICERS' SECURITIES.

1903. No. 930.

To the Boards of Guardians of the several Poor Law Unions in England and Wales ;—

To the Joint Committees of the Guardians of Poor Law Unions combined in pursuance of Section 8 of the Poor Law Act, 1879† ;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844,‡ and the Acts amending the same ;—

To the Boards of Management of the several Asylum Districts formed under the Metropolitan Poor Act, 1867§ ;—

And to all others whom it may concern.

Whereas by divers General and other Orders, we, the Local Government Board, have empowered the boards of guardians of the several poor law unions in England and Wales, the joint committees of the guardians of combined poor law unions, the boards of management of the several district schools formed under the Poor Law Amendment Act, 1844, and the Acts amending the same, and the boards of management of the several asylum districts formed under the Metropolitan Poor Act, 1867, to accept as a security for any officer

* 60 & 61 Vict. c. 57.

† 42 & 43 Vict. c. 54.

‡ 7 & 8 Vict. c. 101.

§ 30 & 31 Vict. c. 106.

appointed by them, and required to give security, the guarantee of any company or association which shall undertake to guarantee the good conduct of such officers, and shall give their guarantee in a security the form whereof shall have been approved by the Poor Law Board or the Local Government Board under their seal;

And whereas it is expedient that the provisions above recited should be amended, and that other provisions should be made as herein-after appearing;

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we do hereby Order as follows:—

Article 1.—In this Order the expression “the guardians” means the board of guardians of any poor law union in England and Wales, the expression “a joint committee” means any joint committee of the guardians of any poor law unions combined in pursuance of Section 8 of the Poor Law Act, 1879, and the expression “the managers” means the board of management of any district school formed under the Poor Law Amendment Act, 1844, and the Act amending the same, or the board of management of any asylum district formed under the Metropolitan Poor Act, 1867.

Article 2.—(1.) Subject to the provisions of this Order, so much of any Order issued by us as requires that the security which may be given by any company or association by way of guarantee for the good conduct of any officer appointed by the guardians, a joint committee, or the managers, shall be one the form whereof shall have been or shall be approved by the Poor Law Board or the Local Government Board under their seal, shall cease to have effect.

(2.) Nothing in this Order shall apply to or affect any security which has heretofore been given, and of which the form has been approved as aforesaid; and the approval of any such security shall have effect as if this Order had not been made.

Given under the seal of office of the Local Government Board, this twenty-ninth day of October, in the year One thousand nine hundred and three.

(L.S.)

Walter H. Long,
President.

S. B. Provis,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED NOVEMBER 28, 1903, ALTERING REGULATIONS AS TO SECURITY FOR TREASURER, AS TO ORDERS ON TREASURER, AND AS TO THE SIGNING OF RECEIPTS OR THE ENDORSEMENT OF CHEQUES.

1903. No. 1,022.

To the Boards of Guardians of the several Poor Law Unions in England and Wales;—

To the Joint Committees of the Guardians of Poor Law Unions combined in pursuance of Section 8 of the Poor Law Act, 1879* ;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844,† and the Acts amending the same ;—

To the Boards of Management of the several Asylum Districts formed under the Metropolitan Poor Act, 1867‡, other than the Board of Management of the Metropolitan Asylum District ;—

And to all others whom it may concern.

Whereas by divers General and other Orders made by the Poor Law Commissioners, or the Poor Law Board, or by us, the Local Government Board, provision is made for the appointment of a Treasurer by each Board of Guardians of a Poor Law Union in England and Wales, by each Joint Committee of the Guardians of combined Poor Law Unions, by each Board of Management of a District School formed under the Poor Law Amendment Act, 1844, and the Acts amending the same, and by each Board of Management of an Asylum District formed under the Metropolitan Poor Act, 1867 ;

And whereas by the said Orders provision is made with respect to the form of the Orders to be drawn upon the treasurer for the payment of money ;

And whereas it is expedient that the provisions with regard to the matters herein-before mentioned should be amended, and that other provisions should be made as herein-after appearing :

Now therefore, in pursuance of the powers given to us, by the statutes in that behalf, we do hereby Order as follows :—

Article 1.—In this Order the expression “the poor law authority” means the board of guardians of any poor law union in England and Wales, a joint committee of the guardians of any poor law unions combined in pursuance

* 42 & 43 Vict. c. 54.

† 7 & 8 Vict. c. 101.

‡ 30 & 31 Vict. c. 106.

of Section 8 of the Poor Law Act, 1879, the Board of Management of any District School formed under the Poor Law Amendment Act, 1844, and the Acts amending the same, or the Board of Management of any Asylum District formed under the Metropolitan Poor Act, 1867, other than the Board of Management of the Metropolitan Asylum District.

Article 2.—In any case in which the poor law authority appoint or have appointed as their treasurer a person who is—

- (a) a member of a partnership firm or a director of a joint stock company carrying on the business of banking, or
 - (b) a person in the service or employment of any other person or of any partnership firm or joint stock company carrying on the business of banking,
- the poor law authority may accept as the security for the good conduct of the person so appointed their treasurer,—
- (a) in the case of a member of a partnership firm, or of a director of a joint stock company as aforesaid, any such suitable and sufficient guarantee as the partnership firm or company can lawfully give. or
 - (b) in the case of a person in the service or employment of any other person, or of any partnership firm or joint stock company as aforesaid, any such suitable and sufficient guarantee as the other person, partnership firm, or company can lawfully give.

Article 3.—(1.) Every Order issued by the Poor Law Commissioners, the Poor Law Boards, or by us, prescribing a form of Order to be drawn by the poor law authority upon their treasurer for the payment of money shall, where the poor law authority by a resolution so determine, have effect as if any request that an Order drawn upon the treasurer may be presented to the treasurer at his house, were omitted from the said form

(2.) In other respects the form of Order to be drawn by the poor law authority upon their treasurer, and the provisions of any Order prescribing or referring to the said form or the use thereof, shall be subject to such departure or alteration as in the circumstances of any particular case we may from time to time approve or direct.

Article 4.—(1.) Where the treasurer of the poor law authority is a banker, or a person in the service or employment of a banker, and the poor law authority consent, any person in the service or employment of the treasurer in his capacity of banker, and any other person in the service or employment of the banker in whose service or employment

the treasurer is, may, on behalf of the treasurer, in any establishment wherein the banking business is carried on, give a receipt for money paid to the treasurer, or endorse any cheque or order payable to the order of the treasurer.

(2.) Where the treasurer of the poor law authority is not a banker, or a person in the service or employment of a banker, and the poor law authority consent, the treasurer may entrust to some person, whose name, address, and description the treasurer has previously communicated in writing to the poor law authority, such of the duties of the office of treasurer (including the duties of signing any receipt required to be signed by the treasurer, and the endorsement of any cheque or order payable to the order of the treasurer) as the treasurer may be unable, for the time being, to perform by reason of absence, or other hindrance to his personal discharge of the duties of his office :

Provided that nothing in this sub-division shall apply to any case in which the poor law authority are empowered to appoint a fit person to act as a temporary substitute, or in any way affect, impair, or derogate from the power of the poor law authority to make any such appointment ; and that power may be exercised in the same manner as if this Order had not been made.

(3.) Before the treasurer of the poor law authority and the poor law authority act in pursuance of sub-division 1 or sub-division 2 :—

- (a) The treasurer shall furnish the poor law authority with a sufficient undertaking binding him for all purposes incidental to, connected with, or consequent upon his relations with the poor law authority, or his duties under the provisions of the Acts relating to the relief of the poor, or of any rules, orders, or regulations made thereunder, or his liability in pursuance of the aforesaid provisions or otherwise to account to the poor law authority or the district auditor, to accept and discharge the obligation of indemnifying the poor law authority in respect of any loss caused by or arising out of the acts or defaults of any person employed to exercise or perform any powers or duties of the treasurer in pursuance of sub-division 1 or sub-division 2 as the case may be ; and
- (b) The poor law authority shall satisfy themselves that the bond or other security already given by the treasurer for his good conduct, or, if that bond or security be insufficient, that a fresh bond or security to be forthwith given by him, will have effect as a sufficient guarantee that the poor law authority shall be fully secured against loss caused by or

arising out of the acts or defaults of any person employed to exercise or perform any powers or duties of the treasurer in pursuance of sub-division 1 or sub-division 2, as the case may be.

(4.) In this Article the expression "banker" means a person, or a member of a partnership firm, or the director of a joint stock company, carrying on the business of banking.

Given under the seal of office of the Local Government Board, this twenty-eighth day of November, in the year One thousand nine hundred and three.

(L.S.)

Walter H. Long,
President.

S. B. Provis,
Secretary.

(f.) Register of Securities.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED DECEMBER 7, 1882, PRESCRIBING REGISTER OF SECURITIES UNDER THE DIVIDED PARISHES AND POOR LAW AMENDMENT ACT, 1882.*

45 & 46 Vict. c. 58 s. 14.

To the Guardians of the Poor of the several Unions in England and Wales:—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844 † and the Acts amending the same;—

To the Boards of Management of the several Asylum Districts formed under the Metropolitan Poor Act, 1867;—‡

And to all others whom it may concern.

Whereas by section 14 of the Divided Parishes and Poor Law Amendment Act, 1882, § herein-after referred to as the Act of 1882, it is enacted as follows:—

"The following enactments are hereby repealed, viz." :—

* * * * *

"So much of Section 6 of the Union and Parish Property Act, 1835, || and of the schedule to that Act, and so much of Section 6 of the Parish Property and Parish Debts Act, 1842, ¶ as relate to the transmission to the Poor

* This Order was gazetted December 8th, 1882.

† 7 & 8 Vict. c. 101.

§ 45 & 46 Vict. 58.

‡ 30 & 31 Vict. c. 6.

|| 5 & 6 Will. 4. c. 69.

¶ 5 & 6 Vic. c. 18.

Law Commissioners, and the approval, sealing, and registration by such Commissioners of deeds or other instruments, except as regards deeds or instruments executed prior to the date of this Act; and nothing in the said Acts, or in the Poor Law Amendment Act, 1834,* or in the Union Loans Act, 1869,† or in the Acts amending or extending those Acts respectively, shall be deemed to require the approval or registration by the Local Government Board of any such deed or instrument as aforesaid, or of any lease or agreement for lease made or entered into under the authority of those Acts or any of them."

"Provided that the guardians or managers, as the case may be, shall keep a register of the securities in respect of all sums borrowed by them, in such form and subject to such regulations as to inspection or otherwise as the Local Government Board may from time to time prescribe."

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby Order that until we otherwise direct, the following regulations shall be in force, namely :

Article 1.—The register of securities required by the above-cited enactment to be kept shall be in the form prescribed in the schedule to this order.

Article 2.—With respect to securities executed by the guardians or managers after the passing of the Act of 1882, it shall be the duty of the clerk to make the entries required in columns 1 to 13, both inclusive, of the said register, and to authenticate such entries by placing his signature in column 14 of the said register. Such entries shall be made and authenticated as aforesaid in the case of every security so executed before the date of this Order, as early as practicable; and in the case of every security so executed on or after the date of this Order after the same has been executed and before it is delivered to the lender.

Article 3.—With respect to every transfer of any security, which shall have been or shall be executed by the guardians or managers, as the case may be, after the passing of the Act of 1882, it shall be the duty of the clerk, within seven days after the same shall be produced to him by or on behalf of the transferee, to make the entries required in columns 16, 17, and 18 of the said register, and to authenticate such entries by placing his signature in column 19 of the said register.

Article 4.—At the meeting of the guardians or managers, as the case may be, held next after any entries required to be made under Articles 2 and 3 of this Order have been duly made and authenticated as aforesaid, it shall be the duty of the clerk to submit the said register to the guardians or

* 4 & 5 Will. 4. c. 76.

† 32 & 33 Vict. c. 45.

managers, and the chairman shall at such meeting place his signature, in the case of securities executed by the guardians or managers, in column 15 of the said register, and in the case of transfers, in column 20 of the said register.

Article 5.—When the final instalment due on any security included in the said register has been paid, it shall be the duty of the clerk to enter in column 21 of the said register the date of the payment of such final instalment, and to place his signature at the foot of such entry.

Article 6.—No notice of any trust expressed, implied, or constructive, in relation to any security, shall be entered in the said register.

Article 7.—The said register shall remain in the custody of the clerk, and shall be produced by him to the district auditor at every audit.

Article 8.—The clerk shall allow the said register to be open at all reasonable times to the inspection of any guardian or manager, as the case may be, and of any other person, and any such person may make copies of or extracts from the entries in the register in relation to any security or transfer included therein without fee or reward.

Article 9.—In this Order—

The term “union” means a union of parishes under a general or local act, with a separate board of guardians, and includes a parish or place for which there is a separate board of guardians.

The term “guardians” means guardians appointed under the Poor Law Amendment Act, 1834,* and the Acts amending the same and includes guardians or any other body of persons performing under any local Act the like functions as guardians under the Poor Law Amendment Act, 1834.*

The term “managers” means members of boards of management of district schools formed under the Poor Law Amendment Act, 1844,† and amending Acts, or members of Boards of Management of Asylum Districts formed under the Metropolitan Poor Act, 1867.‡

The term “clerk” means the clerk to the guardians or the clerk to the managers, as the case may be.

* 4 & 5 Will. 4. c. 76.

† 7 & 8 Vict. c. 101.

‡ 30 & 31 Vict. c. 6.

SCHEDULE.

REGISTER OF SECURITIES.

Guardians :—Register of Securities.

17

Schedule.

Securities.

Cap. 58. Sec. 14.)

Name of Lender.	Residence and description of Lender.	Signature of Clerk and date of Signature.	Signature of Chairman and date of Signature.	If Security transferred.					When Loan repaid, date of final payment.
				Date of Transfer.	Name of Trans- feree.	Residence and descrip- tion of Trans- feree.	Signature of Clerk and date of Signature.	Signature of Chairman and date of Signature.	
12.	13.	14.	15.	16.	17.	18.	19.	20.	21.

for each purpose must be separately stated, although the repayment of the several sums may be secured in one same deed.

interest on the unpaid balance of principal, enter the words "Mode 1."

and interest combined, enter the words "Mode 2."

Given under the seal of office of the Local Government Board, this seventh day of December, in the year One thousand eight hundred and eighty-two.

(L.S.)
Hugh Owen,
 Assistant Secretary.

J. G. Dodson.
 President.

2. Overseers.

GENERAL ORDER OF THE POOR LAW COMMISSIONERS DATED APRIL 22, 1842, AS TO THE DUTIES OF OVERSEERS.

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed.

To the Churchwardens and Overseers of the several Parishes and Places comprised within the said Unions.

To the Clerk, or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the Parishes and Places comprised within the said Unions are situate.

And all others whom it may concern.

We the Poor Law Commissioners, in pursuance of the authorities vested in us by an Act passed in the fifth year of the reign of his late Majesty King William the Fourth, intituled "An Act for the Amendment and Better Administration of the Laws relating to the Poor in England and Wales,"* do hereby order, direct, and declare, with respect to each and every of the unions named in the schedule hereunto annexed, as follows:—

Duties of the Overseers.

Article 1.—If any overseers of the poor of any parish shall, in any case of sudden and urgent necessity, have given temporary relief to any poor person in articles of necessity, or in any case of sudden and dangerous illness, shall have given an order for medical relief, the said overseer shall forthwith report such case in writing to the relieving officer of the district or to the board of guardians of the union, and the amount of relief or the fact of having made such order.

Article 2.—If any overseer of the poor of any parish receive an order under the hands and seals of two justices, according to the provisions of the said Act, directing relief to be given to any aged or infirm person, without such person being required to reside in any workhouse, he shall forthwith transmit the same to the relieving officer of the district to be laid before the guardians at their next meeting, that they may be enabled without delay to give to the relieving officer the necessary directions as to the amount and nature of the relief to be given.

* The Poor Law Amendment Act, 1834 ; 4 & 5 Will. 4. c. 76.

Article 3.—If any overseer receive an order for medical relief from any justice in case of sudden and dangerous illness, he shall as soon as may be after complying with such order, report the fact of his having received the same, and the manner in which he has complied with it in writing to the relieving officer of the district, or to the board of guardians of the union.

Article 4.—To perform such duties in connexion with the election of guardians for the union as may be imposed upon the overseers by any regulations of the Poor Law Commissioners in force at the time.

Article 5.—And we do further order and direct the overseers of the poor of every parish in the union—

Firstly. From time to time to provide rate-books [*according to the Form (A.) hereunto annexed;*]* and duly and punctually to make the entries therein of the several matters mentioned in the headings of the several columns of the said form; and to cause every rate for the relief of the poor in the township, and the allowance of such rate by the justices, to be recorded in the said rate-book.

Secondly. To pay over from time to time out of the poor-rates collected, all such sums as by any order of the guardians expressed to them in writing, [*according to the form set forth in the order of the Poor Law Commissioners, bearing date the twentieth day of April instant,*]+ shall be directed to be provided from the poor-rates of the parish; and to pay over such sums to such person or persons, at such times and places as by the same Order shall be directed, and to take the receipt of such person or persons; and to produce such order and such receipt as their vouchers for such payments before the auditor of the said union in passing their quarterly accounts.

Thirdly. To submit, within forty days after each of the following days, namely, Lady-day, Midsummer day, Michaelmas-day, and Christmas-day, to the auditor of the union, a distinct account and balance sheet, exhibiting the amount collected by them and the amount disbursed by them during the previous quarter, together with the proper vouchers for the same.†

Fourthly. To enter in some book, to be from time to time provided for that purpose, the names and addresses of the owners and proxies, who shall send statements of

* These words are superseded and a new form prescribed by the Order of January 14, 1867, printed at p. 301 below. See Schedule A. of that Order at p. 325.

† These words superseded by subsequent Order; the form now in use is prescribed by the Order of February 26, 1866, printed as amending th Order of July 24, 1847, at p. 124 above.

‡ But see Order of September 8, 1903, printed at p. 537 below.

their claims to vote, and the assessment of the poor-rate on the property, in respect whereof they respectively claim to vote, which book may be kept in the form marked (B.) hereto annexed.

Explanation of Terms.

Article 6.—Whenever the word “union” is used in this order, it shall be taken to include not only a union of parishes formed under the provisions of the herein-before recited Act, but also any union of parishes incorporated or united for the relief or maintenance of the poor under any local Act of Parliament.

Article 7.—Whenever the word “guardians” is used in this Order, it shall be taken to include not only guardians appointed or entitled to act under the provisions of the said herein-before recited Act, but also any governors, directors, managers, or acting guardians entitled to act in the ordering of relief to the poor from the poor-rates under any local Act of Parliament.

Article 8.—Whenever the word “parish” is used in this Order, it shall be taken to include any place maintaining its own poor, whether parochial or extra-parochial.

Article 9.—Whenever the word “overseer” is used in this Order, it shall be taken to include any person acting or legally bound to act in the discharge of any of the duties usually performed by overseers of the poor, so far as such duties are referred to in this Order.

FORM (A.)*

Rate-Book.

FORM (B.)†

Book for Registry of Owners of Property and Proxies.

* Form (A) was superseded by Form in Schedule A. to the Order of January 14, 1867, printed at p. 323.

† Form (B.) was superseded by Form No. 1 in Schedule A. to the Order of February 14, 1877, which is now obsolete.

Schedule containing the names of the unions to which the present Order applies.

[This Schedule, which contains the names of most of the then existing unions is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seals of office, this twenty-second day of April, in the year One thousand eight hundred and forty-two.

(L.S.)

G. C. Lewis.
Edmund W. Head.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JUNE 17, 1886, AS TO COLLECTORS OF POOR RATES AND ASSISTANT OVERSEERS.

[This Order is printed under the sub-title "Officers," at p. 165 above.]

GENERAL ORDER, DATED FEBRUARY 9, 1895, OF THE LOCAL GOVERNMENT BOARD, AS TO FORMS OF NOTICE OF APPOINTMENT OF OVERSEERS BY PARISH COUNCILS.

1895 No. 447.

GENERAL ORDER, DATED FEBRUARY 9, 1895, OF THE LOCAL GOVERNMENT BOARD, AS TO FORMS OF NOTICE OF APPOINTMENT OF OVERSEERS BY PARISH MEETINGS.

1895 No. 450.

[These Orders are printed under the title "Parish Council and Parish Meeting, England".]

3. Relief.

GENERAL ORDER OF THE POOR LAW COMMISSIONERS, DATED
DECEMBER 21, 1844, AS TO OUT-DOOR RELIEF.

To the Guardians of the Poor of the several Unions named
in the Schedule hereunto annexed ;—

To the Churchwardens and Overseers of the Poor of the
several Parishes and Places comprised within the said
respective Unions ;—

To the Clerk or Clerks to the Justices of the Petty Sessions
held for the Division or Divisions in which the Parishes
and Places comprised within the said respective
Unions are situate ;—

And to all others whom it may concern.

We, the Poor Law Commissioners, in pursuance of the
authorities vested in us by an Act passed in the fifth year of
the reign of his late Majesty King William the Fourth, inti-
tuled "An Act for the Amendment and better Administration
of the Laws relating to the Poor in England and Wales,"* do
hereby rescind an Order, being a general rule of the Poor Law
Commissioners, bearing date the second day of August, in the
year of our Lord One thousand eight hundred and forty-one,
except so far as the same rescinds any Order or Orders thereto-
fore issued by the Poor Law Commissioners.

And we do hereby also rescind the Orders relative to the
relief of able-bodied poor persons, issued by the Poor Law
Commissioners to the several unions hereunder mentioned.
except so far as the same rescind any Order or Orders thereto-
fore issued by the said Commissioners, or relate to the out-
door labour test for able-bodied male paupers ; that is to
say :—

The Order bearing date the ninth day of December One
thousand eight hundred and forty-one, and issued to
the guardians of the poor of the Burgh of Bury Saint
Edmunds ;

The Order bearing date the tenth day of January One
thousand eight hundred and forty-two, and issued to the
guardians of the poor of the Aberystwith Union ;

The Order bearing date the fifteenth day of April One
thousand eight hundred and forty-two, and issued to
the guardians of the poor of the Ruthin Union ;

The Order bearing date the thirtieth day of April One
thousand eight hundred and forty-two, and issued to the
guardians of the poor of the Llanfyllin Union ;

The General Order bearing date the thirtieth day of July
One thousand eight hundred and forty-two, and issued
to the guardians of the poor of the Longtown Union, the
guardians of the poor of the Whitehaven Union, and the
guardians of the poor of the Wigton Union ;

* The Poor Law Amendment Act, 1834 (4 & 5 Will. 4. c. 76).

The Order bearing date the fifth day of August One thousand eight hundred and forty-two, and issued to the guardians of the poor of the Cockermouth Union ;

The Order bearing date the ninth day of September One thousand eight hundred and forty-two, and issued to the guardians of the poor of the Richmond Union, in the county of York ;

The Order bearing date the thirtieth day of November One thousand eight hundred and forty-two, and issued to the guardians of the poor of the Ormskirk Union ;

The Order bearing date the seventeenth day of December One thousand eight hundred and forty-two, and issued to the guardians of the poor of the Hailsham Union ;

The Order bearing date the twenty-first day of January One thousand eight hundred and forty-three, and issued to the guardians of the poor of the Chard Union ;

And the General Order bearing date the Twenty-seventh day of June One thousand eight hundred and forty-three, and issued to the guardians of the poor of the Saint Asaph Union ; the guardians of the poor of the Bala Union ; the guardians of the poor of the Bridgend and Cowbridge Union ; the guardians of the poor of the Corwen Union ; the guardians of the poor of the Festiniog Union ; and the guardians of the poor of the Pwllheli Union :

Provided that nothing herein contained shall apply to any relief given under or prohibited by any of the said Orders hereby rescinded.

And we do hereby order, direct, and declare, with respect to each and every of the unions named in the schedule hereunto annexed, as follows :—

Article 1.—Every able-bodied person, male or female, requiring relief from [*any parish within**] any of the said unions shall be relieved wholly in the workhouse of the union, together with such of the family of every such able-bodied person as may be resident with him or her, and may not be in employment, and together with the wife of every such able-bodied male person, if he be a married man, and if she be resident with him ; save and except in the following cases :—

- 1st. Where such person shall require relief on account of sudden and urgent necessity.
- 2nd. Where such person shall require relief on account of any sickness, accident, or bodily or mental infirmity affecting such person, or any of his or her family.
- 3rd. Where such person shall require relief for the purpose of defraying the expenses, either wholly or in part, of the burial of any of his or her family.

* These words were rendered obsolete by Section 1 of the Union Chargeability Act, 1865 (28 & 29 Vict. c. 79).

- 4th. Where such person, being a widow, shall be in the first six months of her widowhood.
- 5th. Where such person shall be a widow, and have a legitimate child or legitimate children dependent upon her, and incapable of earning his, her, or their livelihood, and have no illegitimate child born after the commencement of her widowhood.
- 6th. Where such person shall be confined in any gaol or place of safe custody, subject always to the regulation contained in Article 4.
- 7th. Where such person shall be the wife, or child, of any able-bodied man who shall be in the service of Her Majesty as a soldier, a sailor, or marine.
- 8th. Where any able-bodied person, not being a soldier, sailor, or marine, shall not reside within the union, but the wife, child, or children of such person shall reside within the same, the board of guardians of the union, according to their discretion, may, subject to the regulation contained in Article 4, afford relief in the workhouse to such wife, child, or children, or may allow out-door relief for any such child or children being within the age of nurture, and resident with the mother within the union,

Article 2.—In every case in which out-door relief shall be given on account of sickness, accident, or infirmity, to any able-bodied male person resident within any of the said unions, or to any member of the family of any able-bodied male person, an extract from the medical officer's weekly report (if any such officer shall have attended the case), stating the nature of such sickness, accident, or infirmity, shall be specially entered in the minutes of the proceedings of the board of guardians of the day in which the relief is ordered or subsequently allowed.

But if the board of guardians shall think fit, a certificate under the hand of a medical officer of the union or of the medical practitioner in attendance on the party shall be laid before the board, stating the nature of such sickness, accident, or infirmity, and a copy of the same shall be in like manner entered in the minutes.

Article 3.—No relief shall be given from the poor-rates of any parish comprised in any of the said unions to any person who does not reside in some place within the union, save and except in the following cases:—

- 1st. Where such person, being casually within such parish,
 - shall become destitute.

- 2nd. Where such person shall require relief on account of any sickness, accident, or bodily or mental infirmity, affecting such person, or any of his or her family.
- 3rd. Where such person shall be entitled to receive relief from any parish in which he or she may not be resident, under any order which justices may by law be authorised to make.
- 4th. Where such person, being a widow, shall be in the first six months of her widowhood.
- 5th. Where such person is a widow, who has a legitimate child dependent on her for support, and no illegitimate child born after the commencement of her widowhood, and who at the time of her husband's death was resident with him in some place other than the parish of her legal settlement, and not situated in the union in which such parish may be comprised.
- 6th. Where such person shall be a child under the age of sixteen, maintained in a workhouse or establishment for the education of pauper children not situate within the union.
- 7th. Where such person shall be the wife or child residing within the union, of some person not able-bodied, and not residing within the union.
- 8th. Where such person shall have been in the receipt of relief from some parish in the union from which such person seeks relief, at some time within the twelve calendar months next preceding the date of that one of the several Orders herein-before recited which was applicable to that union, being settled in such parish and not being resident within the union at the time of the allowance of the relief.

Article 4.—Where the husband of any woman is beyond the seas, or in custody of the law, or in confinement in a licensed house or asylum as a lunatic or idiot, all relief which the guardians shall give to his wife, or her child or children, shall be given to such woman, in the same manner, and subject to the same conditions, as if she were a widow.

Article 5.—It shall not be lawful for the guardians, or any of their officers, or for the overseer or overseers of any parish in the union, to pay, wholly or in part, the rent of the house or lodging of any pauper, or to apply any portion of the relief ordered to be given to any pauper in payment of any such rent, or to retain any portion of such relief for the purpose of directly or indirectly discharging such rent, in full or in part, for any such pauper.

Provided always, that nothing in this Article contained shall apply to any shelter or temporary lodging, procured in any case of sudden and urgent necessity, or mental imbecility, or shall be taken to prevent the said guardians, in regulating the amount of relief to be afforded to any particular person, from considering the expense to be incurred by such person in providing lodging.

Article 6.—Provided always, that in case the guardians of any of the said unions depart in any particular instance from any of the regulations herein-before contained, and within fifteen days after such departure report the same, and the grounds thereof, to the Poor Law Commissioners, and the Poor Law Commissioners approve of such departure, then the relief granted in such particular instance shall, if otherwise lawful, not be deemed to be unlawful, or be subject to be disallowed.

Article 7.—No relief which may be contrary to any regulation in this Order shall be given by way of loan; and any relief which may be given to, or on account of, any person above the age of twenty-one, or to his wife, or any part of his or her family under the age of sixteen, under Article 1, or any of the exceptions thereto, or under any of the exceptions to Article 3, or under Article 4, or under the proviso in Article 6, may, if the guardians think fit, be given by way of loan.

Article 8.—Whenever the word “parish” is used in this Order, it shall be taken to include any place separately maintaining its own poor, whether parochial or extra-parochial.

Article 9.—Whenever the word “union” is used in this Order, it shall be taken to include not only a union of parishes formed under the provisions of the herein-before recited Act, but also any union of parishes incorporated or united for the relief or maintenance of the poor under any local Act of Parliament.

Article 10.—Whenever the word “guardians” is used in this Order, it shall be taken to include not only guardians appointed, or entitled to act, under the provisions of the said herein-before recited Act, but also any governors, directors, managers, or acting guardians entitled to act in the ordering of relief to the poor from the poor-rates under any local Act of Parliament.

Article 11.—Whenever in this Order any Article is referred to by its number the Article of this Order bearing that number shall be taken to be signified thereby.

Schedule containing the names of the unions to which the present Order applies.

[This schedule, which contained the names of most of the then existing unions, is not here printed as it has been largely modified by subsequent orders. Several of the unions have been dissolved and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-first day of December, in the year of our Lord One thousand eight hundred and forty-four.

(L.S.)

*Geo. Nicholls.
G. C. Lewis.
Edmund W. Head.*

ORDER OF THE POOR LAW COMMISSIONERS, DATED JULY 24, 1847. GENERAL CONSOLIDATED ORDER.

[This Order, of which Articles 75 to 80 relate to relief, is printed at pp. 84, 85 above.]

GENERAL ORDER OF THE POOR LAW BOARD, DATED DECEMBER 14, 1852, OUT-DOOR RELIEF REGULATION ORDER.

To the Guardians of the Poor of the several Unions and Parishes named in the Schedules hereunto annexed;—

To the Churchwardens and Overseers of the Parishes comprised in the said Unions, and the said several other Parishes named in the said Schedules;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the said Unions and Parishes are situate;—

And to all others whom it may concern.

Whereas the Poor Law Board, by their Order bearing date the 25th day of August last, and addressed to the several unions and parishes named in the schedules hereunto annexed, did make certain rules and regulations for the administration of the relief to the out-door poor, and it is expedient that the same should be modified.

Now, therefore, we, the Poor Law Board, in pursuance of the authorities vested in us by an Act passed in the fifth year of the reign of His late Majesty King William the Fourth, intituled "An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales,"* and by all other Acts amending the same, do hereby rescind the said Order, except so far as it rescinded any Order theretofore issued by the Poor Law Commissioners or Poor

* The Poor Law Amendment Act, 1834 (4 & 5 Will. 4. c. 76).

Law Board to the said unions and parishes named in the schedules hereunto annexed, and except as to every matter done or commenced in obedience thereto; and we do hereby order, direct, and declare, with respect to each and every of the said unions and parishes, from and after the first day of January next, as follows:—

Article 1.—Whenever the guardians allow relief to any able-bodied male person, out of the workhouse, one half at least of the relief so allowed shall be given in articles of food or fuel, or in other articles of absolute necessity.

Article 2.—In any case in which the guardians allow relief for a longer period than one week to an indigent poor person, resident within their union or parish respectively, without requiring that such person shall be received into the workhouse, such relief shall be given or administered weekly, or at such more frequent periods as they may deem expedient.

Article 3.—It shall not be lawful for the guardians or their officers—

To establish any applicant for relief in trade or business;
 Nor to redeem from pawn for any such applicant any tools, implements, or other articles;
 Nor to purchase and give to such applicant any tools, implements, or other articles, except articles of clothing or bedding where urgently needed and such articles as are herein-before referred to in Article 1;
 Nor to pay, directly, nor indirectly, the expense of the conveyance of any poor person, unless conveyed under the provisions of some statute, or under an order of justices or other lawful authority, or in conformity with some order or regulation of the Poor Law Commissioners or the Poor Law Board, except in the following cases, viz.:

1st. The case of a person conveyed to or from a district school, or an hospital or infirmary, or a lunatic asylum, or a house licensed or hospital registered for the reception of lunatics;

2nd. The case of a person conveyed to the workhouse of the union or parish in which such person is at the time chargeable;

3rd. The case of a person conveyed to or from any other workhouse or other house or establishment for the reception of poor persons, in which for the time being it shall be lawful for the guardians to place such person;

Nor to give money to or on account of any such applicant for the purpose of effecting any of the objects in this Article mentioned;

Nor to pay, wholly or in part, the rent of the house or lodging of any pauper, nor to apply any portion of the relief ordered to be given to any pauper in payment of any such rent, nor to retain any portion of such relief for the purpose of directly or indirectly discharging such rent, in full or in part, for any such pauper ;

Provided always, that nothing in this Article contained shall apply to any shelter or temporary lodging procured for a poor person in any case of sudden or urgent necessity or mental imbecility.

Article 4.—No relief shall be given from the poor rates of any of the said parishes, or of any parish comprised in any of the said unions, to any person who does not reside in some place within such parish or union respectively, save and except in the following cases :—

- 1st. The case of a person casually within such parish, and destitute.
- 2nd. The case of a person requiring relief on account of any sickness, accident, or bodily or mental infirmity, affecting him or her or any of his or her family.
- 3rd. The case of a widow, having a legitimate child dependent on her for support, and no illegitimate child born after the commencement of her widowhood, and who at the time of her husband's death was resident with him in some place other than the parish of her legal settlement, and not situated in the union in which such parish is comprised.
- 4th. The case of a child under the age of sixteen, maintained in a workhouse or establishment for the education of poor children not situate within the union or parish.
- 5th. The case of the wife or child residing within such parish or union of some person not residing therein.
- 6th. The case of a person who has been in the receipt of relief from such parish, or from some parish in the union from which he or she seeks relief, at some time within the twelve calendar months next preceding the date of this Order.

Article 5.—No relief shall be given to any able-bodied male person while he is employed for wages or other hire or remuneration by any person.

Article 6.—Every able-bodied male person, if relieved out of the workhouse, shall be set to work by the guardians, and be kept employed under their direction and superintendence so long as he continues to receive relief.

Article 7.—Provided that the regulations in Articles 5 and 6 shall not be imperative in the following cases :—

- 1st. The case of a person receiving relief on account of sudden and urgent necessity.

- 2nd. The case of a person receiving relief on account of any sickness, accident, or bodily or mental infirmity, affecting such person or any of his family.
- 3rd. The case of a person receiving relief for the purpose of defraying the expenses of the burial of any of his family.
- 4th. The case of the wife, child, or children of a person confined in any gaol or place of safe custody.
- 5th. The case of the wife, child, or children, resident within the parish or union, of a person not residing therein.

Article 8.—The guardians shall, within thirty days after they shall have proceeded to act in execution of Article 6, report to the Poor Law Board the place or places at which able-bodied male paupers shall be set to work, the sort or sorts of work in which they or any of them shall be employed, the times and mode of work, and the provision made for superintending them while working, and shall forthwith discontinue or alter the same, if the Poor Law Board shall so require.

Article 9.—No relief which shall be contrary to any regulation in this Order, shall be given by way of loan, but any relief which may be given in conformity with the provisions of this Order to or on account of any person to whom relief may be lawfully given above the age of twenty-one, or to his wife, or any part of his or her family under the age of sixteen, may, if the guardians shall think fit, be given by way of loan.

Article 10.—If the guardians shall, upon consideration of the special circumstances of any particular case, deem it expedient to depart from any of the regulations herein-before contained (except those contained in Article 3), and within twenty-one days after such departure shall report the same, and the grounds thereof, to the Poor Law Board, the relief which may have been so given in such case by such guardians before an answer to such report shall have been returned by the said board shall not be deemed to be contrary to the provisions of this Order; and if the Poor Law Board shall approve of such departure, and shall notify such approval to the guardians, all relief given in such case after such notification, so far as the same shall be in accordance with the terms and conditions of such approval, shall be lawful, anything in this Order to the contrary notwithstanding.

Article 11.—Whenever the word “guardians” is used in this Order it shall be taken to include not only guardians appointed or entitled to act under the provisions of the said herein-before recited Act, but also any governors, directors, managers, acting guardians, vestrymen, or other officers in a parish or union appointed or entitled to act as managers of the poor and in the distribution or ordering of the relief of the poor from the poor rate, under any general or local Act.

Article 12.—Whenever the word “parish” is used in this Order, it shall be taken to include any place separately maintaining its own poor, whether parochial or extra-parochial.

Article 13.—Whenever in describing any person or party, matter or thing, the word importing the singular number only is used in this Order, the same shall be taken to include, and shall be applied to several persons or parties as well as one person or party, and several matters or things as well as one matter or thing respectively, unless there be something in the subject or context repugnant to such construction.

Article 14.—Whenever in this Order any Article is referred to by its number, the Article of this Order bearing that number shall be taken to be signified thereby.

Schedules A. and B. containing the names of the unions and parishes to which the above Order applies.

[These schedules which contain the names of some 80 of the then existing unions and parishes are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this fourteenth day of December, in the year One thousand eight hundred and fifty-two.

*John Trollope, President,
S. H. Walpole.
B. Disraeli.*

Courtenay, Secretary.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD,
DATED DECEMBER 18, 1882, PRESCRIBING REGULATIONS
WITH RESPECT TO CASUAL PAUPERS* AS AMENDED BY
GENERAL ORDERS, DATED JUNE 11, 1892, AND MAY 4,
1897.†

To the Guardians of the Poor of the several Unions in
England and Wales for the time being;—

And to all others whom it may concern.

Whereas by a General Order dated the 22nd day of
November, 1871, the Local Government Board, in pursuance
of Section 6 of the Pauper Inmates Discharge and Regulation

* This Order was Gazetted December 19, 1882.

† The amending Rules are printed at length in Statutory Rules and Orders, 1892, p. 676; and 1897, p. 511, respectively.

Act, 1871,* prescribed regulations with reference to casual paupers.

And whereas the said Act has been amended by the Casual Poor Act, 1882,† and it is expedient that the said Order should be rescinded to the extent herein-after specified, and that other regulations should be substituted for those contained in that Order :—

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the several statutes in that behalf, hereby Order as follows :

Article 1.—The said Order dated the 22nd day of November, 1871, shall be rescinded on the 31st day of December, 1882, except so far as this Order rescinded other Orders.

Article 2.—The following regulations shall take effect on and after the 1st day of January, 1883, with regard to the several unions in England and Wales for the time being.

Admission.

Article 3.—A casual pauper shall not be admitted into any casual ward except upon an order signed either—

By a relieving officer or an assistant relieving officer,
Or, in cases of sudden and urgent necessity, by an overseer.

Provided as follows :—

1. The master of the workhouse (or during his absence or inability to act, the matron,) or the superintendent of the casual ward shall admit any casual pauper without an order, where the case appears to be one of sudden or urgent necessity.
2. The master or matron of any workhouse or the superintendent of any casual ward in the metropolis shall admit without an order any person brought to the casual ward by a constable, in pursuance of Section 4 of the Metropolitan Houseless Poor Act, 1865,‡ if there be room for him in such ward.
3. Where a person is refused admission to a casual ward, a record of the name of the applicant and of the circumstances under which he was refused admission shall be entered by the master, matron, or superintendent in a book, and laid before the guardians at their next meeting.

Article 4.—The following regulations, subject, however, as regards the metropolis, to the provisions of 4 and 5 of

* 34 & 35 Vict., c. 108.

† 45 & 46 Vict., c. 36.

‡ 28 & 29 Vict. c. 34.

the Metropolitan Houseless Poor Act, 1865,* shall be observed with respect to orders of admission :—

1. This order shall, in addition to any other particulars which may be required, show the hour and place at which it was given :
2. The order shall be available only on the day on which it was issued :
3. The order shall not be available for admission earlier than four o'clock in the afternoon during the months between October and March, both inclusive, or earlier than six o'clock in the afternoon during the months between April and September, both inclusive, nor unless it is presented within a reasonable time after it has been obtained, except where at the time of the presentation of the order, the master or matron of the workhouse, or the superintendent of the casual ward, may consider the case to be one of sudden or urgent necessity.

Article 5.—Every casual pauper shall immediately upon admission be searched, in the case of a male, by or under the inspection of the master or other male officer, and in the case of a female, by or under the inspection of the matron or other female officer, and all articles which may be found upon the person of such pauper shall be taken away, and (except as regards any money, which may be dealt with in the manner prescribed by Section 10 of the Poor Law Amendment Act, 1848,†) shall be restored to him at the time of his discharge.

Article 6.—Every casual pauper shall as soon as practicable after his admission be cleansed in a bath with water of suitable temperature : provided that this regulation shall not be enforced if, on account of the state of health of the pauper or other circumstances, there is reason to believe that the use of the bath would be injurious.

Article 7.—The clothing worn by a casual pauper shall, after his admission, be taken from him, and if requisite be dried or disinfected, and such garment or garments as the guardians may deem necessary shall be supplied to him for the night, his own clothes being returned to him in the morning.

Article 8.—The master of the workhouse or the superintendent of the casual ward shall duly keep, or cause to be kept, a book containing the particulars set forth in the form in Schedule A. annexed hereto, and such other particulars as may be required by the guardians ; and such book shall be laid before the guardians at such times as they may appoint, and shall be submitted to the district auditor at the usual audits, and at other audits when required by him.

* 28 & 29 Vict., c. 34.

† 11 & 12 Vict., c. 110.

Discharge.

Article 9.—Whereas by Section 4 of the Casual Poor Act, 1882,* it is enacted that—

“A casual pauper shall not be entitled to discharge himself from a casual ward before nine o'clock in the morning of the second day following his admission, nor before he has performed the work prescribed for him, as in the said Act [the Pauper Inmates Discharge and Regulation Act, 1871]† mentioned; and where a casual pauper has been admitted on more than one occasion during one month into any casual ward of the same union, he shall not be entitled to discharge himself before nine o'clock in the morning of the fourth day of his admission, and he may at any time during that interval be removed by any officer of the guardians, or by a police constable, to the workhouse of the union, and be required to remain in such workhouse for the remainder of the period of his detention.”

“Provided that in computing the number of days during which a casual pauper may be detained under this section, Sunday shall not be included.”

“Provided also, with respect to the metropolis, as follows :

- “1. In determining the number of admissions of a casual pauper every casual ward in the metropolis shall be deemed to be a casual ward of the same union :”
- “2. The expressions ‘workhouse of the union’ in this section shall include any workhouse and any asylum provided under the Metropolitan Poor Act, 1867,‡ for the reception and setting to work of the casual poor, to which the casual poor of the union can be sent :”

Now, therefore, the following regulations shall, on and after the first day of January, One thousand eight hundred and eighty-three, be observed with respect to the discharge of casual paupers; that is to say,—

A casual pauper shall not be allowed to discharge himself at an earlier period than that at which he is entitled to discharge himself under the section above cited.

Provided as follows :—

1. The guardians may give any directions to the master of the workhouse, or to the superintendent of the casual ward, with respect to the discharge of any class or classes of casual paupers before the expiration of the respective periods specified in the section above-cited, and such directions shall be followed by the master or superintendent.

* 45 & 46 Vict., c. 36.

† 34 & 35 Vict., c. 108.

‡ 30 & 31 Vict., c. 6.

2. If in the opinion of the master of the workhouse or the superintendent of the casual ward, any special circumstances shall require that a casual pauper shall be discharged before the expiration of either of the periods mentioned in the section above-cited, he may discharge such pauper accordingly, and shall report the facts of the case to the guardians at their next meeting.
3. A casual pauper who has been detained for more than one night, and who represents to the master of the workhouse or the superintendent of the casual ward that he is desirous of seeking work, shall, if he has to the best of his ability performed the prescribed task of work, be allowed to discharge himself at the time herein-after mentioned on the day upon which he is discharged ; that is to say,—

During the period between Lady-day and Michaelmas-day, half-past five o'clock in the morning.

During the period between Michaelmas-day and Lady-day, half-past six o'clock in the morning.

The request of such casual pauper shall not be refused except on the ground that he has not performed the prescribed task of work to the best of his ability, and every such refusal shall be reported to the guardians at their next ordinary meeting by the master of the workhouse or the superintendent of the casual ward, as the case may be.*

Dietary.

Article 10.—The casual paupers received into the casual ward shall be dieted as prescribed in the table in the Schedule B. hereto annexed.†

Provided as follows :

1. The dietaries may be varied from time to time by a resolution of the guardians approved by the Local Government Board.
2. If a casual pauper be sick or infirm, the medical officer of the workhouse or casual ward shall prescribe the dietary for such pauper.

* The new paragraph (3) was added by the Order of June, 1892, which further provided as follows :—

Article 2.—Nothing in this Order shall be deemed to prevent the guardians, or the master of the workhouse, or the superintendent of the casual ward from exercising the powers conferred upon them, respectively, by paragraphs (1) and (2) of the proviso to the above-cited article of the said General Order with respect to the discharge of casual paupers.

Article 3.—This Order shall take effect from the seventh day after the date hereof.

† By General Order of November 3, 1887, a uniform dietary was substituted as regards unions and parishes in the metropolis for the alternative dietary in schedule B.

Task of Work.

Article 11.—The master of the workhouse or the superintendent of the casual ward shall set every casual pauper not suffering under any temporary or permanent infirmity of body to perform one of the tasks of work prescribed in the Schedule C. hereunto annexed, according to the class to which he may belong.

Provided as follows :

1. A person shall not be required to perform the whole or any part of such task of work if it shall appear that the same is not suited to his age, strength, or capacity.
2. The tasks of work may be varied from time to time by a resolution of the guardians, approved by the Local Government Board.
3. Any task of work which, at the date when this Order takes effect, shall have been approved by the Local Government Board in pursuance of the Order hereby rescinded, shall remain in force until the guardians pass a resolution revoking it, and the master of the workhouse or the superintendent of the casual ward shall until such resolution is passed set every casual pauper within the terms of this article to perform the task of work so approved, or one of the tasks of work prescribed in the Schedule C. hereto annexed according to the class to which he may belong.

General Regulations.

Article 12.—The following regulations shall be observed by every casual pauper ; viz,—

1. He shall not use obscene or profane language, or act or write indecently or obscenely.
2. He shall not by word or deed insult or revile, or threaten to strike or assault, the master or matron, the superintendent of the casual ward, or any other officer, or assistant officer in the employ of the guardians.
3. He shall not unlawfully strike or otherwise unlawfully assault any person.
4. He shall not smoke in the casual ward, or in any part of the premises connected therewith.

Article 13.—In the event of any casual pauper being ill, the master of the workhouse or the superintendent of the casual ward shall, as soon as practicable, obtain the attendance of the medical officer, who shall give directions as to the treatment of such pauper, and if, in the opinion of the medical officer, the pauper cannot be properly treated in the casual ward he shall be transferred to a sick ward of the workhouse, and be deemed to be an ordinary inmate thereof.

Article 14.—Proper sleeping accommodation, consisting of separate cells, beds, or compartments, or other arrangements which have been approved by the Local Government Board, and suitable bed clothing, shall be provided in every casual ward; and, except in a case of a mother and her infant child or children, more than one casual pauper shall not be allowed to sleep in the same cell, bed, or compartment. Suitable means of communications between the inmates of the casual ward and the person having charge of the ward shall be provided.

Article 15.—The master of the workhouse or the superintendent of the casual ward shall cause to be hung up and kept suspended in some conspicuous place in the casual ward and in the yard or room where the casual paupers are set to work, a printed copy of Articles 5, 6, 7, 9, and 12 of this Order, as well as of the dietary table and the tasks of work in force for the time being, and of Section 7 of the Pauper Inmates Discharge and Regulation Act, 1871* (omitting the provisoes to that section), of Section 44 of the Divided Parishes and Poor Law Amendment Act, 1876†, of Section 5 of the Casual Poor Act, 1882.‡

Explanation of Terms.

Article 16.—In this Order—

The term “union” means a union of parishes under a general or local Act, with a separate board of guardians, and includes a parish or place for which there is a separate board of guardians.

The term “guardians” means guardians appointed under the Poor Law Amendment Act, 1834,§ and the Acts amending the same, and includes guardians or any other body of persons performing under any local act the like functions of guardians under the Poor Law Amendment Act, 1834.§

The term “metropolis” means the metropolis as defined by the Metropolis Management Act, 1855,|| and includes any union which is wholly or for the greater part thereof comprised within the metropolis as so defined.

The term “casual pauper” means any destitute wayfarer or wanderer applying for or receiving relief.

The term “casual ward” means any ward or wards, building or premises set apart or provided for the reception and relief of destitute wayfarers and wanderers.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural and the plural the singular, unless the contrary as to gender or number is expressly provided.

* 34 & 35 Vict. c. 108. † 39 & 40 Vict. c. 61. ‡ 45 & 46 Vict. c. 36.
§ 4 & 5 Will 4. c. 76. || 18 & 19 Vict. c. 120.

*Schedule A.**Admission and Discharge Book for Casual Paupers.**Union.*

*Master of the Workhouse at
or Superintendent of the Casual Ward at*

Admitted.

Year, Month, and Day of the Month.	Day of the Week.	Hour of Admis- sion.	Names of Casual Pauper, Wife, and Family.	Age.	Calling or Occupa- tion.	Where he slept last Night.	If any, what Money found when searched on Admission.*

Discharged.

At what Hour discharged.					What Work done.	If not set to Work, why?	To what Place going.	Remarks.
1st Day after Admis- sion.	2nd Day after Admis- sion.	3rd Day after Admis- sion.	4th Day after Admis- sion.	5th Day after Admis- sion.†				

In Unions within the Metropolis, columns must be added for *the nature and quantity of food given and the cost.*

* See the Provision in the Statute 11 & 12 Vict. c. 110, s. 10.

† This column is only intended for cases where the period of detention includes Sunday.

*Schedule B.**Dietary Table.***Casual Paupers who remain for One Night only.*

Supper	{	Males above 15 years of age	{	8 oz. of Bread ; or
		Females above 15 years of age		6 oz. of Bread, and 1 pint of Gruel or 1 pint of Broth.
		Children from 7 to 15 years of age - - - - -		6 oz. of Bread, and 1 pint of Gruel or 1 pint of Broth

Breakfast—Same as Supper.

Casual Paupers who are detained for more than One Night.

Supper and Breakfast,	{ The same as above.			
Dinner for the first and each subsequent day after admission :	{	Males above 15 years of age - - -	{	8 oz. of Bread and 1½ oz. of Cheese, or
		Females above 15 years of age - -		6 oz. Bread and one pint of Soup.
		Children from 7 to 15 years of age - -	{	6 oz. of Bread and 1½ oz. of Cheese, or 5 oz. of Bread and 1 pint of Soup.

* By General Order of November 3, 1887, a uniform dietary was substituted as regards unions and parishes in the Metropolis for the alternative dietary in this schedule.

"Children under Seven Years of Age."*

"The master of the workhouse or the superintendent of the casual ward, as the case may be, shall supply for each child under the age of seven years in respect of every period, or part of a period, of eight hours that such child shall be resident in the casual ward, an allowance of food as herein-after specified : that is to say—

"For each child under the age of seven months - - - - -"	{	Half pint of milk and half an ounce of sugar.
"For each child between the ages of seven months and two years"	{	Half pint of milk, half an ounce of sugar, and two ounces of bread.
"For each child between the ages of two years and seven years -"	{	Half a pint of milk, four ounces of bread, and half an ounce of cheese.

* This Dietary Table was substituted for the previous Tables for children under seven by the Order of 1897.

“ Provided as follows :—

- “(1.) The allowance may, at the discretion of the matron of the workhouse, or the female superintendent of the casual ward, as the case may be, be given to the suckling mother of a child instead of to the child.
- “(2.) The matron or female superintendent, as the case may be, shall cause the food to be prepared in such manner and to be given at such times and in such way as shall be suitable to each child, and shall take care that the milk, or bread and milk, is served warm.
- “(3.) Unsweetened condensed milk suitably diluted may be substituted for fresh milk in the proportion of four ounces of condensed milk for half a pint of fresh milk.”

The gruel, broth, and soup to be made of the same ingredients and in the same proportions as are used in the workhouse for those articles of diet.

Schedule C.

Tasks of Work.

Casual Paupers who remain for One Night only.

As regards males—

The breaking of two cwt. of stones, or such other quantity not less than one-and-a-half cwt. nor more than four cwt. as the guardians, having regard to the nature of the stone, may prescribe. The stone shall be broken to such a size as the guardians, having regard to the nature thereof, may prescribe.

or

The picking of one pound of unbeaten or two pounds of beaten oakum ;

or

Three hours' work in digging or pumping, or cutting wood, or grinding corn.

As regards females—

The picking of half-a-pound of unbeaten or one pound of beaten oakum ;

or

Three hours' work in washing, or scrubbing and cleaning

Casual Paupers who are detained for more than One Night.

As regards males, for each entire day of detention—

The breaking of seven cwt. of stones, or such other quantity not less than five cwt. nor more than 13 cwt. as the guardians, having regard to the nature of the stone, may prescribe. The stone shall be broken to such a size as the guardians, having regard to the nature thereof, may prescribe.

or

The picking of four pounds of unbeaten or eight pounds of beaten oakum ;

or

Nine hours' work in digging or pumping, or cutting wood, or grinding corn.

As regards females, for each entire day of detention—

The picking of two pounds of unbeaten or four pounds of beaten oakum ;

or

Nine hours' work in washing, scrubbing and cleaning, or needlework.

Given under the seal of office of the Local Government Board, this eighteenth day of December, in the year One thousand eight hundred and eighty-two.

(L.S.)

J. G. Dodson,
President.

Hugh Owen,
Secretary.

**'THE BOARDING-OUT ORDER, 1889,' DATED MAY 28, 1889,
REGULATING OUT-DOOR RELIEF TO ORPHAN AND DE-
SERTED CHILDREN BOARDING-OUT IN HOMES BEYOND
THE LIMITS OF UNION OR SEPARATE PARISH.***

To the Guardians of the Poor of the several Unions and
Separate Parishes for the time being in England and
Wales :—

And to all others whom it may concern.

Whereas by a General Order dated the 25th day of
November, 1870, addressed to the Guardians of the Poor of
the several unions and separate parishes named in the
Schedules C. and D. to such Order, the Poor Law Board
prescribed regulations with reference to the boarding-out of
pauper children chargeable to any such union or parish in
homes beyond the limits of such union or parish :

And whereas by certain Orders dated the 11th day of
September, 1872, the 9th day of August, 1873, the 24th day

* This Order was gazetted May 28, 1889.

of April, 1882, the 12th day of June, 1882, the 12th day of February, 1884, the 23rd day of February, 1884, the 27th day of January, 1885, the 11th day of February, 1886, the 29th day of July, 1886, the 19th day of April, 1888, and the 26th day of July, 1888, we, the Local Government Board, prescribed similar regulations with regard to the boarding-out of pauper children from the city of Oxford, the Epsom, Weymouth, and Kidderminster unions, the town of Plymouth, and the Eastbourne, Carlisle, Kingsclere, Horsham, Cricklade and Wootton Bassett, and Headington Unions respectively; and by an Order dated the 13th day of April, 1874, we made the said General Order dated the 25th day of November, 1870, applicable to the Coventry Union:

And whereas it is expedient that the said Orders should be rescinded, and that regulations should be made as herein-after contained:

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby rescind the above-cited Order dated the 13th day of April, 1874, so far as it refers to the said Order of the 25th day of November, 1870; and we also hereby rescind all the other Orders above cited.

And we do hereby order that the following regulations shall, except so far as we may assent to any departure therefrom in any particular case or cases, have effect with regard to the several unions and separate parishes for the time being in England and Wales; that is to say:—

Article 1.—Notwithstanding any provisions contained in any Orders issued by the Poor Law Commissioners or the Poor Law Board, or by us, relating to the administration of relief to paupers not residing within the union or separate parish to which they are chargeable, the guardians of any union or separate parish may, subject to the provisions of this Order, board out pauper children chargeable to the union or parish in homes beyond the limits thereof, under arrangements approved by us with a boarding-out committee, constituted as herein-after mentioned.

Article 2.—A boarding-out committee shall consist of three or more persons, to be approved by us, who shall have signed an engagement in the Form No. 1 in the schedule to this Order, and shall have obtained our written authority to enter into arrangements with boards of guardians for the purpose of finding and superintending homes for pauper children.

Article 3.—Any person deriving any pecuniary or other personal profit from the boarding-out of any child shall be thereby disqualified from becoming or continuing to be a member of any such boarding-out committee.

Article 4.—The boarding-out committee shall from time to time appoint one of their members to act as secretary; and

it shall be the duty of the secretary punctually to inform us of any vacancies which may be caused by death, resignation, or otherwise, amongst the members of the committee; and to report to us as soon as practicable after the first day of January and the first day of July in every year the names and addresses of the members of the committee.

Article 5.—The guardians of any union or separate parish from which any child is sent to be boarded-out in any home found by a boarding-out committee may at any time withdraw such child from the said home, notice of their intention to do so being given at least one week beforehand to the committee; and every foster-parent shall, upon the demand of a person duly authorised in writing by the boarding-out committee or by the guardians, deliver up to such person any pauper child boarded-out with such foster-parent.

Article 6.—The regulations to be observed by the guardians with respect to such boarding-out of pauper children shall be as follows :—

- No. 1. No child shall be so boarded-out unless such child is an orphan or deserted child as defined by this Order.
- No. 2. No child shall be first boarded-out at an earlier age than two years, and no child shall be first boarded-out at a later age than 10 years, except in the case of a child above the age of 10 years placed in the same home with a brother or sister under that age.
- No. 3. Not more than two children shall be boarded-out by the guardians in the same home at the same time, unless all such children are brothers and sisters and do not exceed four in number; not more than one child shall be boarded-out by the guardians in a home in which any child is boarded-out by persons other than the guardians, nor shall any child be boarded-out in a home in which there is more than one such child; and no child shall be boarded-out in a home in which, at the time when the child would first be placed in it, there would be with such child more than five children resident.
- No. 4. No child shall be boarded-out with any person who is at the time, or who has been within 12 months preceding, in receipt of relief; and if the foster-parent shall at any time become in receipt of relief, any child boarded-out with him shall be withdrawn from him.
- No. 5. In no case shall a child be boarded-out with a foster-parent of a religious creed different from that to which the child belongs. The child's creed shall be ascertained from the creed register if it is entered therein.
- No. 6. No child shall be boarded-out without a certificate, in the Form No. 2 in the schedule to this Order, signed by one of the medical officers of the union or separate

parish from which such child is sent, stating the particulars of the child's health, such certificate to be forwarded by the guardians to the boarding-out committee.

- No. 7. Before receiving any child to be boarded-out with him, the foster-parent shall sign an undertaking in duplicate, which shall, in addition to any other matter which may be agreed upon, contain an engagement on the part of the foster-parent that, in consideration of a certain sum per week, he will bring up the child as one of his own children, and provide the child with proper food, lodging, and washing, and endeavour to train the child in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and out-door work, so far as may be consistent with the law; that he will take care that the child shall attend duly at church or chapel according to the religious creed to which the child belongs, and shall attend school according to the provisions of the law for the time being; that he will provide for the proper repair and renewal of the child's clothing, and that, in case of the child's illness, he will forthwith report such illness to the guardians and to the boarding-out committee; and that he will at all times permit the child to be visited and the house to be inspected by any member of the boarding-out committee, and by any person specially appointed for that purpose by the guardians or by the Local Government Board. The undertaking shall also contain an engagement on the part of the foster-parent that he will, upon the demand of a person duly authorised in writing by the boarding-out committee or by the guardians, give up possession of the child.

Such undertakings shall be made according to the Form No. 3 in the schedule to this Order. One copy of it shall be kept by the foster-parent, and the other by the guardians.

- No. 8. On the delivery of the child to the foster-parent an acknowledgment shall be given in the Form No. 4 in the said schedule, or to the like effect.
- No. 9. In no case shall the sum to be paid to the foster-parent for the maintenance of a child, inclusive of lodging, but exclusive of clothing, school fees, fees for medical attendance, medicines, and extras ordered by a medical attendant, exceed 4s. per week.
- No. 10. No child shall be boarded-out in a home distant more than two miles from a certified efficient school within the meaning of the Elementary Education Act, 1876,* or any Act amending the same, the schoolmaster of which school is willing to undertake to send to the guardians, at least once a quarter, a written report upon the child in the Form No. 5 in the said schedule.

* 39 & 40 Vict. c. 79.

No. 11. The guardians may allow an extra school fee, not exceeding one penny per week to be paid to the school-master of the school at which such boarded-out child attends, the same to be a remuneration to him for drawing up and sending the quarterly report upon such boarded-out child prescribed in the regulation last preceding.

No. 12. No child shall be boarded-out in any home which is distant more than five miles by the nearest road of access from the residence of some member of the boarding-out committee.

Article 7.—Every boarded-out child shall be visited not less than once in every six weeks by a member of the boarding-out committee at the home of the foster-parent, and the visitor shall thereupon make a report in writing to the committee, stating the apparent bodily condition and the behaviour of such child, and all reasonable complaints made by or concerning the child, against or by the foster-parent.

These reports shall be forwarded by the boarding-out committee to the guardians not less often than quarterly.

If in the case of any boarded-out child no such report shall be received by the guardians for the space of four consecutive months, the guardians shall either provide for the visiting of such child at the home of its foster-parent by an officer of the guardians, at intervals of not more than six weeks, until such reports are again received by them, or shall withdraw the child from the home with all reasonable expedition.

Article 8.—(1.) The clerk to the guardians of every union or separate parish from which any children are boarded-out under the provisions of this Order shall, as soon as practicable after the first day of April and the first day of October in every year, make a return to us, in the Form No. 6 in the schedule to this Order, of the several children remaining so boarded-out on those dates respectively.

(2.) The secretary to the boarding-out committee shall make a return to us as soon as practicable after the first day of January and the first day of July in every year of the several children remaining boarded-out under the supervision of the committee on those days respectively under the provisions of this Order. Such return shall be made according to the Form No. 7 in the schedule to this Order.

Article 9.—If we shall withdraw from any boarding-out committee the authority to enter into arrangements with boards of guardians, the guardians who have made arrangements with the said committee for the boarding-out of pauper children shall, on receiving notice of such withdrawal, take back with all reasonable expedition all children boarded-out in homes found by such committee. Provided that it shall not be necessary for the guardians to take back such children if we declare that the withdrawal of authority from the

committee shall not apply to children already boarded-out under their superintendence, or if in a case in which we do not so declare, the guardians, with our approval, cause the children to be visited by one of their own officers at intervals of not more than six weeks.

Article 10.—The guardians may pay the reasonable expenses incurred by them in conveying a child to and from the home in which such child is boarded-out, and, in the case of a union, may charge the same to the common fund.

Article 11.—Any relief given under the provisions of this Order by the guardians to any deserted child under the age of 16 years may, if the guardians think fit, be given by way of loan to the parent of such child.

Article 12.—Where the arrangements made by the guardians with any boarding-out committee under the provisions of this Order include the payment of any sums by such committee on behalf of the guardians, the guardians may, if they think fit, advance to the boarding-out committee quarterly a sum not exceeding three-fourths of the expenditure which, in pursuance of such arrangements, may reasonably be expected to be incurred by such committee during the ensuing quarter.

Article 13.—Any boarding-out committee duly formed under the provisions of any of the above-cited Orders, and in existence at the date of this Order, shall, in so far as the authority of such committee extends at the date of this Order be deemed to have been duly constituted under the provisions of this Order.

Article 14.—Any arrangements made with our approval by the guardians of any union or separate parish with a boarding-out committee, under the provisions of any of the above-cited Orders, shall be deemed to be in force pending the making of arrangements under the provisions of this Order.

Article 15.—In any case in which guardians are, at the date of this Order, boarding-out children under the provisions of any of the above-cited Orders, it shall not be necessary, with regard to the children so boarded out, that fresh undertakings shall be entered into by the foster-parents under the provisions of this Order; and any child may continue to be boarded-out with the foster-parent with whom such child is boarded-out at the date of this Order, if no regulation in any of the above-cited Orders in pursuance of which the child was boarded-out is thereby contravened.

Article 16.—In this Order—

The word "union" includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament.

The term “separate parish” means a parish or place which is under a separate board of guardians.

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

When applied to a legitimate child, the term “orphan child” means a child both of whose parents are dead, or one of whose parents is dead, the other being under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled and an inmate of a workhouse, or being out of England; and the term “deserted child” means a child deserted by both parents, or deserted by one parent, the other being dead, or under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled and an inmate of a workhouse, or being out of England; or a child one of whose parents is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England, the other parent being likewise in one of those conditions.

When applied to an illegitimate child, the term “orphan child” means a child whose mother is dead; and the term “deserted child” means a child deserted by its mother, or whose mother is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England.

The term “foster-parent” means the persons or person with whom any child is boarded-out under the provisions of this Order.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular, unless the contrary as to gender or number is expressly provided.

Article 17.—This Order may be cited as “The Boarding-out Order, 1889.”

Schedule A.

FORM No. 1.

N.B.—In the case of a proposed addition to the committee substitute for the words in [] the following:—"I, the undersigned, being desirous of becoming a member of the boarding-out committee formed," and also omit the words in italics.

[We, the undersigned, being desirous of being constituted a boarding-out committee] for the purpose of finding and superintending homes for orphan or deserted pauper children in the parish [or parishes] of _____ Union, in the county of _____, do hereby, in the event of our obtaining the requisite authority of the Local Government Board to act as a boarding-out committee, engage truly and faithfully to observe the Regulations which are prescribed in the Orders of the Local Government Board dated the _____ day of _____ 18____, or which may from time to time be prescribed by the Local Government Board with respect to the boarding-out of pauper children.

And we [or I] do also hereby undertake to furnish to the Local Government Board or to any of the Inspectors of that Board, all such reasonable information respecting pauper children who may be boarded-out under the superintendence of the committee, as the said Board of Inspectors may from time to time require.

Signatures in full.

Addresses.

Dated this _____ day of _____, 18____.

FORM No. 2.

_____ Union [or Separate Parish]

I, the undersigned, having this day personally examined *C.D.*, aged _____ years, residing at _____ hereby certify that he is not suffering from any contagious or infectious disease, and that his bodily health is good [with the exception that* _____].

(Signed)

A Medical Officer of the above-named
Union (or Parish).

Dated this _____ day of _____, 18____.

* Here state the particulars of any exceptions.

FORM No. 3.

Undertaking of Foster-Parent.

Boarding-out of Child in a Home beyond the limits of the Union [or Separate Parish] to which such Child is chargeable.

_____ Union [or Separate Parish].
_____ Boarding-out Committee.
_____ Name of Child.
_____ Religious Creed of Child.
_____ Name of Foster Parent.

I, *A.B.*, of _____, do hereby engage with the guardians of the above-named union [or parish], in consideration of my receiving the sum of _____ per week, to bring up *C.D.*, aged _____ years on the _____ day of _____ last, as one of my own children, and to provide him with proper food, lodging, and washing, and endeavour to train him in _____.

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habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and out-door work, so far as may be consistent with the law ; to take care that the child shall attend duly at church [or chapel*], and shall attend school according to the provisions of the law for the time being ; that I will provide for the proper repair and renewal of the child's clothing, and that, in case of the child's illness, I will forthwith report such illness to the guardians of the above-named union [or parish], and to the above-named boarding-out committee ; and that I will at all times permit the child to be visited, and the house to be inspected by any member of the boarding-out committee, and by any person specially appointed for that purpose by the guardians or by the Local Government Board. I do also hereby engage, upon the demand of a person duly authorised in writing by the boarding-out committee or by the guardians, to give up possession of the child.

* Insert "church" or "chapel" according to the religious creed to which the child belongs.

†
Dated this day of 18 .
Signature (in full) of
Foster-Parent.
Address of Foster-Parent,
Witness to the signature of the Foster-Parent.
Address of Witness.

† Any other matter which may be agreed upon may here be added.

-
- N.B.—1. Communications to the guardians to be addressed
2. Communications to the boarding-out committee to be addressed

FORM No. 4.

_____ Union [or Separate Parish].

I, A.B., of _____, hereby acknowledge that I have this day received C.D., aged _____ years, from the guardians of the poor of the above-named union [or parish], on the terms and conditions contained in the annexed undertaking ; and that I have also received for the use of the said C.D., the articles of clothing set out in the list appended hereto.

Dated this day of , 18 .
(Signed) Address.
(Witness) Address of Witness.

List of Clothing.

(Here set out the Articles in detail.)

Form No. 5

School. Report for the Quarter ending _____

Name of Child.	Age.	Name and Address of Foster-Parent.	Days absent from School during the Quarter.	Alleged Causes of Absence.	Observations as to Appearance, Conduct, and Progress of Child.	Books and Stationery supplied during the Quarter.	School Fees and Cost of Books and Stationery.
							£ s d.

(Signature)

(Address)

(Date)

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above-mentioned be included in it.

Form No. 6

_____ Union (or Separate Parish).

Return of the Children boarded-out in Homes beyond the limits of the Union (or Separate Parish) on the 1st day of April [or October] 18 .

1. Name of Child.	2. Age.	3. Name of Foster-Parent.	4. Address of Foster-Parent.	5. Boarding-out Committee under whose superintendence the Child is Boarded-out.	6. Date of first Boarding-out.	7. Date of Boarding-out with present Foster-Parent, if there has been a change.

Clerk to the Guardians.

Date.

FORM No. 5

Name of Child.		Age.	Name and Address of Foster-Parent.	Days absent from School during the Quarter.	Alleged Causes of Absence.	Observations as to Appearance, Conduct, and Progress of Child.	Books and Stationery supplied during the Quarter.	School Fees and Cost of Books and Stationery.
								£ s. d.

(Signature)

(Address)

(Date)

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above-mentioned be included in it.

FORM NO. 6

_____ Union (or Separate Parish).

Return of the Children boarded-out in Homes beyond the limits of the Union (or Separate Parish) on the 1st day of April [or October] 18 .

Name of Child.	Age.	Name of Foster-Parent.	Address of Foster-Parent.	Boarding-out Committee under whose superintendence the Child is Boarded-out.	Date of first Boarding-out.	Date of Boarding-out with present Foster-Parent, if there has been a change.
1.	2.	3.	4.	5.	6.	7.

Clerk to the Guardians.

Date.

THE BOARDING OF CHILDREN IN UNIONS ORDER, 1889, DATED MAY 28, 1889 REGULATING OUTDOOR RELIEF TO ORPHAN AND DESERTED CHILDREN.—BOARDING IN HOMES WITHIN THE LIMITS OF UNION OR SEPARATE PARISH.*

To the Guardians of the Poor of the several Unions and Separate Parishes named in Schedules B. and C. to this Order :—

And to all others whom it may concern.

Whereas by a General Order dated the 10th day of September, 1877,† addressed to the guardians of the poor of the several unions and separate parishes named in Schedules B. and C. to such Order, we prescribed regulations with regard to orphan and deserted children relieved by the guardians of any such union or parish out of the workhouse in homes within the limits of the union or parish : and by an Order dated the 24th day of May, 1878, we made such General Order applicable to the Exeter Union :

And whereas it is expedient that the said Orders should be rescinded, and that regulations should be made as herein-after contained :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby rescind the above-cited General Order dated the 10th day of September, 1877 ;† and we also hereby rescind the above-cited Order dated the 24th day of May, 1878, so far as it refers to the said General Order.

And we do hereby Order that the following regulations shall, except so far as we may assent to any departure therefrom in any particular case or cases, have effect with regard to the relief, by the guardians of the several unions and separate parishes named in Schedules B. and C. to this Order, of orphan and deserted children by boarding such children in homes within the limits of the union or separate parish to which they are chargeable ; that is to say,—

Article 1.—

No. 1. No child shall be boarded with any person who is at the time, or has been within twelve months preceding, in receipt of relief from the common fund or from the poor rates, as the case may be ; and if the foster-parent shall at any time become in receipt of relief, any child boarded with him shall be withdrawn.

No. 2. Not more than two children shall be boarded by the guardians in the same home at the same time unless all such children are brothers and sisters and

* This Order was gazetted May 28, 1889.

† Published in *London Gazette* September 14, 1877, p. 5241.

do not exceed four in number; not more than one child shall be boarded by the guardians in a home in which any child is boarded by persons other than the guardians, nor shall any child be boarded in a home in which there is more than one such child; and no child shall be boarded in a home in which, at the time when the child would first be placed in it, there would be with such child more than five children resident.

No. 3. In no case shall a child be boarded with a foster-parent of a religious creed different from that to which the child belongs. The child's creed shall be ascertained from the creed register, if it is entered therein.

No. 4. No child shall be boarded in a home without a certificate, in the Form No. 2 in the Schedule A. to this Order, signed by one of the medical officers of the union or separate parish, stating the particulars of the child's health.

No. 5. Before receiving any child to be boarded with him the foster-parent shall sign an undertaking in duplicate, which shall, in addition to any other matter which may be agreed upon, contain an engagement on the part of the foster-parent that, in consideration of a certain sum per week, he shall bring up the child as one of his own children, and provide the child with proper food, lodging, and washing, and endeavour to train the child in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and out-door work, so far as may be consistent with the law; that he will take care that the child shall attend duly at church or chapel, according to the religious creed to which the child belongs, and shall attend school according to the provisions of the law for the time being; that he will provide for the proper repair and renewal of the child's clothing; and that, in the case of the child's illness, he will forthwith report such illness to the relieving officer in whose district the child resides, or to the guardians; and that he will at all times permit the child to be visited and the house to be inspected by the relieving officer or the medical officer of the district, or by any guardian or other person specially appointed for that purpose by the guardians or by the Local Government Board; and that he will produce the child for examination by the guardians when required by them to do so. The undertaking shall also contain an engagement on the part of the foster-parent that he will, upon the demand of a person duly authorised in writing by the guardians, give up possession of the child.

Such undertaking shall be made according to the Form No. 3 in Schedule A. to this Order. One copy of it shall be kept by the foster-parent and the other by the guardians.

No. 6. On the delivery of the child to the foster-parent, an acknowledgment shall be given in the Form No. 4 in Schedule A. to this Order, or to the like effect.

No. 7. In no case shall the sum to be paid to the foster-parent for the maintenance of a child, inclusive of lodging, but exclusive of clothing, school-fees, fees for medical attendance, medicines, and extras ordered by a medical attendant, exceed four shillings per week.

No. 8. No child shall be bordered in a home distant more than two miles from a certified efficient school within the meaning of the Elementary Education Act, 1876* or any Act amending the same, the schoolmaster of which school is willing to undertake to send to the guardians, at least once a quarter, a written report upon the child, in the Form No. 5 in Schedule A. to this Order.

No. 9. The guardians may allow an extra school fee, not exceeding one penny per week, to be paid to the school-master of the school at which such child attends, the same to be a remuneration to him for drawing up and sending the quarterly report upon such child prescribed in the regulation last preceding.

Article 2.—The relieving officer shall pay the amount of relief ordered by the guardians in respect of any child at the residence of the foster-parent, and, unless otherwise directed by the guardians, such amount shall be paid weekly.

Article 3.—The relieving officer shall once in every quarter, or oftener, if so required by them, make to the guardians a report according to the Form No. 6 in Schedule A. to this Order.

Article 4.—The medical officer of the district in which the child may be resident shall visit the child once in each quarter, and shall after each visit make to the guardians a report in the Form No. 7 in Schedule A. to this Order, and for each such visit duly reported the medical officer shall be paid by the guardians a fee of two shillings and sixpence.

Article 5.—The guardians of any union or separate parish may, if they think fit, with our consent, enter into arrangements with a boarding out committee, constituted as herein-after mentioned, for the purpose of finding and superintending homes within the union or parish for orphan or deserted children chargeable to such union or parish.

* 39 & 40 Vict. c. 79.

Article 6.—A boarding-out committee shall consist of three or more persons to be approved by us, who shall have signed an engagement in Form No. 1 in Schedule A. to this Order, and shall have obtained our written authority to enter into arrangements with boards of guardians for the purpose of finding and superintending homes for pauper children.

Article 7.—Any person deriving any pecuniary or other personal profit from the boarding of any child shall be thereby disqualified from becoming or continuing to be a member of any such boarding-out committee.

Article 8.—The boarding-out committee shall from time to time appoint one of their members to act as secretary; and it shall be the duty of the secretary punctually to inform us of any vacancies which may be caused by death, resignation, or otherwise amongst the members of the committee; and to report to us as soon as practicable after the first day of January and the first day of July in every year the names and addresses of the members of the committee.

Article 9.—Where the guardians shall have entered into arrangements with a boarding-out committee as aforesaid, the following regulations shall have effect in addition to or in modification of those herein-before contained:—

No. 1. No child shall be boarded in any home which is distant more than five miles by the nearest road of access from the residence of some member of the boarding-out committee.

No. 2. The certificate given in pursuance of Article 1 (No. 4), or a copy thereof, shall be forwarded by the guardians to the boarding-out committee.

No. 3. The undertaking required by Article 1 (No. 5) shall also contain an engagement that, in the case of the child's illness, the foster-parent will forthwith report such illness to the boarding-out committee; that the foster-parent will at all times permit the child to be visited and the house to be inspected by any member of the boarding-out committee; and that he will upon the demand of a person duly authorised in writing by the boarding-out committee give up possession of the child.

No. 4. The guardians may at any time withdraw any child from a home in which such child is boarded, notice of their intention to do so being given at least one week beforehand to the boarding-out committee; and every foster-parent shall, upon the demand of a person duly authorised in writing by the boarding-out committee or by the guardians, deliver up to such person any pauper child boarded with such foster-parent.

No. 5. Every child shall be visited not less often than once in every six weeks by a member of the boarding-out committee at the home of the foster-parent with

whom such child is boarded, and the visitor shall thereupon make a report in writing to the committee, stating the apparent bodily condition and the behaviour of such child, and all reasonable complaints made by or concerning the child, against or by the foster-parent.

These reports shall be forwarded by the boarding-out committee to the guardians not less often than quarterly.

If in the case of any child no such report shall be received by the guardians for the space of four consecutive months, the guardians shall either provide for the visiting of such child at the home of its foster-parent by an officer of the guardians at intervals of not more than six weeks until such reports are again received by them, or shall withdraw the child from the home with all reasonable expedition.

No. 6. The guardians may, if they think fit, dispense with the report of the relieving officer required by Article 3, and the visits of the medical officer prescribed by Article 4.

No. 7. The arrangements to be made by the guardians with the boarding-out committee may include the payment by such committee to the foster-parent of the amount of relief ordered by the guardians in respect of any child, and the provision of Article 2 shall, upon such an arrangement being made, not be applicable.

No. 8. The clerk to the guardians of every union or separate parish within which any children are boarded under the provisions of this Order and under the superintendence of a boarding-out committee, shall, as soon as practicable after the first day of April and the first day of October in every year, make a return to us, in the Form No. 8 in the Schedule A. to this Order, of the several children remaining so boarded on those dates respectively.

No. 9. The secretary to the boarding-out committee shall make a return to us as soon as practicable after the first day of January and the first day of July in every year of the several children remaining boarded under the supervision of the committee on those days respectively under the provisions of this Order. Such return shall be made according to the Form No. 9 in Schedule A. to this Order.

No. 10. If we shall withdraw from any boarding-out committee the authority to enter into arrangements with boards of guardians, the guardians who have made arrangements with the said committee for the boarding of pauper children shall, on receiving notice of such withdrawal, take back with all reasonable

expedition all children boarded in homes found by such committee. Provided that it shall not be necessary for the guardians to take back such children if we declare that the withdrawal of authority from the committee shall not apply to children already boarded under their superintendence; or, if in a case in which we do not so declare, the guardians, with our approval, cause the children to be visited by one of their own officers at intervals of not more than six weeks.

Article 10.—The guardians shall not order relief in pursuance of this Order for a period exceeding three months at any one time.

Article 11.—Any relief given under the provisions of this Order by the guardians to any deserted child under the age of 16 years, may, if the guardians think fit, be given by way of loan to the parent of such child.

Article 12.—Where the arrangements made by the guardians with any boarding-out committee under the provisions of this Order include the payment of any sums by such committee on behalf of the guardians, the guardians may, if they think fit, advance to the boarding-out committee quarterly a sum not exceeding three-fourths of the expenditure which, in pursuance of such arrangements, may reasonably be expected to be incurred by such committee during the ensuing quarter.

Article 13.—Any boarding-out committee duly formed under the provisions of any Order of the Poor Law Board or of the Local Government Board, and in existence at the date of this Order, shall, in so far as the authority of such committee extends at the date of this Order, be deemed to have been duly constituted under the provisions of this Order.

Article 14.—In any case in which guardians are, at the date of this Order, boarding children in homes under the provisions of the above-cited General Order, it shall not be necessary, with regard to the children so boarded, that fresh undertakings shall be entered into by the foster-parents under the provisions of this Order; and any child may continue to be boarded with the foster-parent with whom such child is boarded at the date of this Order, if no regulation in the above-cited General Order in pursuance of which the child was placed out is thereby contravened.

Article 15.—In this Order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament.

The term “separate parish” means a parish or place which is under a separate board of guardians.

The word "guardians" includes any governors, directors, managers, acting guardians, vestrymen, or other officers, appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

When applied to a legitimate child, the term "orphan child" means a child both of whose parents are dead ; or one of whose parents is dead the other being under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled, and an inmate of a workhouse, or being out of England ; and the term "deserted child" means a child deserted by both parents ; or deserted by one parent, the other being dead, or under sentence of penal servitude, or suffering permanently from mental disease, or being permanently bedridden or disabled, and an inmate of a workhouse, or being out of England ; or a child one of whose parents is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England, the other parent being likewise in one of those conditions.

When applied to an illegitimate child, the term "orphan child" means a child whose mother is dead ; and the term "deserted child" means a child deserted by its mother, or whose mother is under sentence of penal servitude, or suffering permanently from mental disease, or is permanently bedridden or disabled and an inmate of a workhouse, or is out of England.

The term "foster-parent" means the persons or person with whom any child is boarded under the provisions of this Order.

All words importing the masculine gender shall be deemed and taken to include females, and the singular to include the plural, and the plural the singular, unless the contrary as to gender or number is expressly provided.

Article 16.—This Order may be cited as "the Boarding of Children in Unions Order, 1889."

Schedule A.

FORM No. 1.

N.B. — In the case of a proposed addition to the committee, substitute for the words in [] the following:—
 "I, the undersigned, being desirous of becoming a member of the boarding-out committee formed," and also omit the words in italics.

[WE, the undersigned, being desirous of being constituted a boarding-out committee] for the purpose of finding and superintending homes for orphan or deserted pauper children in the parish [or parishes] of _____, in the _____ Union, in the county of _____, do hereby, *in the event of our obtaining the requisite authority of the Local Government Board to act as a boarding-out committee*, engage truly and faithfully to observe the Regulations which are prescribed in the orders of the Local Government Board dated the _____ day of _____ 18____, or which may from time to time be prescribed by the Local Government Board, with respect to the boarding-out of pauper children.

And we [or I] do also hereby undertake to furnish to the Local Government Board, or to any of the Inspectors of that Board, all such reasonable information respecting pauper children who may be boarded-out under the superintendence of the committee, as the said Board or inspectors may from time to time require.

*Signatures in full.**Addresses.*

Dated this

day of

18 .

FORM No. 2.

_____ Union [or Separate Parish].

I, the undersigned, having this day personally examined *C.D.*, residing at _____ and alleged to be an orphan [or deserted] child of the age of _____ years, hereby certify that h_____ is not suffering from any contagious or infectious disease, and that h_____ bodily health is good [with the exception that* _____].

(Signed)

Medical Officer of the
[or Parish of _____]

Union
].

Dated this

day

18 .

* Here state the particulars of any exceptions.

Relief :—Boarding of Children in Unions Order. 223

FORM No. 3.

Undertaking of Foster-Parent.

Boarding of child in a home within the limits of the Union [or Separate Parish] to which such child is chargeable.

_____ Union [or separate parish].
 [_____ Boarding-out committee].†
 _____ Name of child.
 _____ Religious creed of child.
 _____ Name of foster-parent.

I, A.B., of _____, do hereby engage with the guardians of the above-named union [or parish], in consideration of my receiving the sum of _____ per week, to bring up C.D., aged _____ years on the day of _____ last, as one of my own children, and to provide h with proper food, lodging, and washing, and to endeavour to train h in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and out-door work, so far as may be consistent with the law ; to take care that the child shall attend duly at church [or chapel],* and shall attend school according to the provisions of the law for the time being ; that I will provide for the proper repair and renewal of the child's clothing ; and that, in the case of the child's illness, I will forthwith report such illness to the [above-named boarding-out committee and also to the]† relieving officer in whose district I reside, or to the guardians of the above-named union [or parish] ; that I will at all times permit the child to be visited and the house to be inspected by [any member of the boarding-out committee, by]† the relieving officer or the medical officer of the district, and by any guardian or other person specially appointed for that purpose by the guardians or by the Local Government Board ; and that I will produce the child for examination by the guardians when required by them to do so. I do also hereby engage, upon the demand of a person duly authorised in writing by the [boarding-out committee or by the]† guardians to give up possession of the child.

* Insert "church" or "chapel" according to the religious creed to which the child belongs.

† The references in this Form to a boarding-out committee are to be retained only where the child is boarded under the superintendence of a committee. See Article 9, 3.

‡ Any other matter which may be agreed upon may here be added.

†
 Dated this _____ day of _____ 18 ____
 _____ Signature (in full) of foster-parent.
 _____ Address of foster-parent
 _____ Witness to the signature of the foster-parent.
 _____ Address of witness.

N.B.—Communications to the guardians to be addressed
 (Communications to the boarding-out committee to be addressed

]†

FORM No. 4.

_____ Union [or Separate Parish].
 I, A.B., of _____, hereby acknowledge that I have this day received C.B., aged _____ years, from the guardians of the poor of the above-named union [or parish], on the terms and conditions contained in the annexed undertaking ; and that I have also received for the use of the said C.D. the articles of clothing set out in the list appended hereto.

Dated this _____ day of _____ 18 ____

(Signed) _____ (Address)
 _____ (Witness)
 _____ (Address of Witness)

_____ List of Clothing
 (Here set out the articles, in detail.)

FORM No. 5.

Report for the Quarter ending

SCHOOL.

Name of Child.	Age.	Name and Address of Foster-Parent.	Days absent from School during the Quarter.	Alleged Causes of Absence.	Observations as to Appearance, Conduct, and Progress of the Child.	Books and Stationery supplied during the Quarter.	School Fees and Cost of Books and Stationery.
							£ s. d.

(Signature)

(Address)

Date

N.B.—This report may be arranged in any other manner which may be deemed more convenient, provided that all the particulars above mentioned be included in it.

FORM No. 8.

Union (or Separate Parish).

Return of the Children boarded in Homes within the limits of the Union (or Separate Parish) under the superintendence of a Boarding-out Committee on the 1st day of April [or October] 18

Name of Child.	Age.	Name of Foster-Parent.	Address of Foster-Parent.	Boarding-out Committee under whose superintendence the Child is boarded.	Date of first Boarding.	Date of Boarding-out with present Foster-Parent, if there has been a Change.
1.	2.	3.	4.	5.	6.	7.

Clerk to the Guardians.
Date

Return of the Children boarded-out under the supervision of the Boarding-out Committee on the 1st day of January [or July], 18 with the Names and Addresses of the Foster-Parents.

Name of Child.	Age.	Name and Address of Foster-Parent.	Union or Separate Parish to which chargeable.

Secretary of the Boarding-out Committee.

Date

Unions and Separate Parishes.

Given under the seal of office of the Local Government Board, this twenty-eighth day of May, in the year One thousand eight hundred and eighty-nine.

President.

Hugh Owen,
Secretary.

**ORDER OF THE LOCAL GOVERNMENT BOARD ENGLAND DATED
JANUARY 27, 1892, MAKING REGULATIONS AS TO AP-
POINTMENT OF DISTRICT NURSES BY GUARDIANS.***

**To the Guardians of the Poor of the several Unions
and Separate Parishes for the time being in England
and Wales.**

And to all others whom it may concern.

Whereas by certain General and other Orders the Poor Law Commissioners, the Poor Law Board, and we, the Local Government Board, have from time to time prescribed regulations in regard to the administration of relief in the several unions and separate parishes in England and Wales, and as to the appointment, remuneration, and duties of officers of such unions and separate parishes;

And whereas it is expedient that the said guardians should be empowered, subject to the regulations herein-after contained, to appoint nurses to attend upon the sick poor relieved by the guardians out of any workhouse:

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf we hereby order as follows:—

Article 1.—The guardians of the poor of any union or separate parish in England or Wales may from time to time as they may think fit, with our approval, appoint one or more persons to act as nurse or nurses of the sick poor relieved by the guardians out of any workhouse, such persons to be termed district nurses.

Article 2.—The provisions in force in the union or separate parish applicable to the mode of appointment, remuneration, and tenure of office of a nurse at any workhouse shall apply to any district nurse appointed under the provisions of this Order.

Article 3.—No person shall be appointed to the office of district nurse who has not undergone, for one year at the least, a course of instruction in the medical and surgical wards of a hospital or infirmary being a training school for nurses and maintaining a resident physician or house surgeon.

Article 4.—The duties to be performed by a district nurse shall be—

1. To attend duly and punctually as a nurse upon any poor person or persons in receipt of medical relief when directed by the guardians, or upon receipt of a written or printed order from any relieving officer in any case in which such officer may be authorised, by regulations to be prescribed by the guardians, to give such order.
2. To obey any directions of the district medical officer in attendance upon any poor person in regard to the nursing and treatment of such person.

* This Order was gazetted January 29, 1892.

3. To keep a record in such form and containing such particulars as may be prescribed by the guardians, in regard to cases which she attends.
4. To perform such other duties in relation to her office as the guardians may from time to time direct.

Article 5.—No district nurse shall undertake the duties of a midwife.

Article 6.—Subject to the provisions of this Order, the guardians of any union or separate parish by whom any district nurse is appointed under this Order shall make regulations in regard to—

1. The duties of a district nurse.
2. The duties of any district medical officer or relieving officer in relation to the office of district nurse or to any person holding that office.
3. Any other matters which may from time to time appear necessary for the efficient performance of the duties of any district nurse.

Article 7.—In this Order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The expression “guardians of the poor” includes any governors, directors, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board this twenty-seventh day of January, in the year One thousand eight hundred and ninety-two.

(L.S.)

Chas. T. Ritchie,

President.

S. B. Provis,

Assistant Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JULY 10,
1897, AS TO OUTFITS FOR CHILDREN SENT TO SERVICE.*

1897. No. 536.

General Order :

Outfits for children sent to Service.

To the Guardians of the Poor of the several Poor Law
Unions for the time being in England and Wales ;

And to all others whom it may concern.

Whereas by certain General and other Orders, addressed by the Poor Law Commissioners, the Poor Law Board, and by Us, the Local Government Board, respectively, to the boards of guardians of poor law unions in England and Wales, provision is made with respect to the grant of relief to paupers chargeable to any of the said unions, and with respect to the boarding or boarding-out of pauper children ;

And whereas it is expedient to make further provision as herein-after mentioned with respect to the relief which may be given to children who have been boarded or boarded-out by a board of guardians, or are otherwise chargeable to a poor law union, on their going to service :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby Order that, from and after the date hereof, the following provision shall have effect, notwithstanding anything to the contrary in any of the afore-said Orders ; that is to say,—

The guardians of any poor law union may, when they deem it expedient, incur a reasonable expenditure in providing an outfit for any child chargeable to such union, on such child being sent to service by the guardians, or, if the child is boarded or boarded-out under the supervision of a boarding-out committee in accordance with the regulations from time to time applicable to the boarding or boarding-out of pauper children, on such child being sent to service by the guardians or otherwise.

Given under the seal of office of the Local Government Board, this 10th day of July, in the year One thousand eight hundred and ninety-seven.

(L.S.)

Henry Chaplin,

President.

Hugh Owen,

Secretary.

* This Order was gazetted July 13, 1897.

THE PAUPERS' CONVEYANCE (EXPENSES) ORDER, 1898.
DATED FEBRUARY 7, 1898.*

1898. No. 94.

General Order.

Paupers' Conveyance Expenses.
(Rescinding previous Order.)

To the Guardians of the Poor of the several Poor Law
Unions for the time being in England and Wales;
And to all others whom it may concern.

Whereas in pursuance of the provisions of the Paupers' Conveyance (Expenses) Act, 1870,† we, the Local Government Board, by an Order dated the 26th day of February, 1880,‡ defined and directed in what cases (other than those expressly provided for by law) and under what regulations the guardians of the poor of any poor law union might pay the reasonable expenses incurred by them in conveying any persons chargeable to such union from one place to another;

And whereas it is expedient that the said Order should be rescinded, and that further provision should be made in the matters aforesaid :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we do hereby rescind the said Order dated the 26th day of February, One thousand eight hundred and eighty, and do by this our Order define and direct as follows :—

Article 1.—Subject to the regulations herein-after contained, the guardians of the poor of any poor law union may pay the reasonable expenses incurred by them in conveying any person chargeable to such union from the union to any institution specified in this Article, for the purpose of visiting the husband, wife, child, or other relative of such person, who shall be an inmate of such institution, and in conveying such person back to the union, namely :—

- (1.) Any workhouse, or separate workhouse infirmary, or separate workhouse school, belonging to or occupied by the guardians of the union, whether situated within or beyond the boundaries of the union.
- (2.) Any workhouse, or separate workhouse infirmary, or separate workhouse school, belonging to or occupied by the guardians of any other union, with whom an agreement shall have been entered into under the

* This Order was gazetted February 8, 1898

† 33 & 34 Vict. c. 48.

‡ Printed in Statutory Rules and Orders, Revised, (1st Edition) vol. 5, p. 374, *et seq.*

- following enactments, or any of them, viz., Section 14 of the Poor Law Amendment Act, 1849* ; Section 6 of the Poor Law Amendment Act, 1851† ; Section 16 of the Poor Law Amendment Act, 1866‡ ; Section 50 of the Metropolitan Poor Act, 1867§ ; Section 17 of the Metropolitan Poor Amendment Act, 1869¶ ; and Section 22 of the Divided Parishes and Poor Law Amendment Act, 1876¶¶
- (3.) Any school belonging to the board of management of a school district which shall have been formed under the Poor Law Amendment Act, 1844,** and the Acts amending the same, and within which the union is comprised.
 - (4.) Any school belonging to the board of management of a school district which shall have been formed as aforesaid, but within which the union is not comprised, and with the board of management of which an agreement shall have been entered into under Section 51 of the Poor Law Amendment Act, 1844,** or Section 16 of the Poor Law Amendment Act, 1866.‡
 - (5.) Any school certified under the provisions of Section 2 of the Poor Law (Certified Schools) Act, 1862†† ; and any school for the reception of poor deaf and dumb or blind children not so certified, but coming within the provisions of Section 42 of the Poor Law Amendment Act, 1868.‡‡
 - (6.) Any asylum provided under the authority of the Metropolitan Poor Act, 1867,§ or of any Act amending the same.
 - (7.) Any asylum established for the reception and relief of idiots maintained at the charge of the county rate or by public subscription, within the meaning of Section 13 of the Poor Law Amendment Act, 1868.‡‡
 - (8.) Any hospital, institution, or licensed house registered under the Idiots Act, 1886.§§
 - (9.) Any institution for lunatics as defined by the Lunacy Act, 1890.¶¶¶
 - (10.) Any hospital or institution established for blind or deaf and dumb persons, within the provisions of Section 21 of the Poor Law Amendment Act, 1867.¶¶¶
 - (11.) Any house or establishment, not being a workhouse, with respect to which the Local Government Board shall have issued rules, orders, and regulations under the provisions of Section 1 of the Poor Relief Act, 1849.***

* 12 & 13 Vict. c. 103. † 14 & 15 Vict. c. 105. ‡ 29 & 30 Vict. c. 113.
 § 30 & 31 Vict. c. 6. ¶ 32 & 33 Vict. c. 63. ¶¶ 39 & 40 Vict. c. 61.
 ** 7 & 8 Vict. c. 101. †† 25 & 26 Vict. c. 43. ‡‡ 31 & 32 Vict. c. 122.
 §§ 49 & 50 Vict. c. 25. ¶¶¶ 53 & 54 Vict. c. 5. ¶¶¶ 30 & 31 Vict. c. 106.
 *** 12 Vict. c. 13.

Article 2.—The expenses of conveyance as aforesaid shall not be payable unless permission for the visit is given by the guardians of the union to which the person seeking such permission is chargeable as aforesaid, nor unless such permission is duly recorded in the minutes of the guardians :

Provided that in order to meet any cases of urgency which may occur between the meetings of the guardians, the guardians may, if they think fit, authorise the master of the workhouse, as regards in-door paupers, and the relieving officer, as regards out-door paupers, to pay in such cases the reasonable expenses of conveyance as aforesaid, subject to such regulations as may be prescribed by the guardians ; and the master of the workhouse or the relieving officer shall report each case so dealt with by him to the guardians at their next meeting, and a record of such report shall be entered in the minutes of the guardians.

Article 3.—The visits to any such person as aforesaid in any of the institutions described in the several paragraphs of Article 1 of this Order shall at all times be subject to such regulations as may be made in that behalf by the guardians, board of management, or other authority having the control of such institutions respectively.

Article 4.—The amount allowed for the expenses of conveyance shall be paid by the guardians of the union out of the fund or rate applicable by the guardians to their general expenses under the Acts relating to the relief of the poor.

Article 5.—This Order may be cited as the “ Paupers’ Conveyance (Expenses) Order, 1898.”

Given under the seal of office of the Local Government Board, this seventh day of February, in the year One thousand eight hundred and ninety-eight.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD,
DATED FEBRUARY 15, 1898, AMENDING ORDERS AS TO
THE APPRENTICESHIP OF PAUPER CHILDREN.

1898. No. 145.

To the Guardians of the Poor of the several Poor Law
Unions for the time being in England and Wales ;—

And to all others whom it may concern.

Whereas by certain General and other Orders, the Poor
Law Commissioners, the Poor Law Board, and we, the Local

Government Board, prescribed regulations to be observed by the guardians of the poor of the several poor law unions in England and Wales with regard to the apprenticeship of pauper children ;

And whereas by certain Orders we have altered, so far as regards the unions named in such Orders, the Orders aforesaid, so as to enable us to assent, in any case where it may seem to us necessary or expedient, to a departure from any of the regulations contained in such Orders with regard to the apprenticeship of pauper children ;

And whereas it is expedient that further provision should be made in the matter as herein-after mentioned :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we do hereby alter the Orders above referred to, prescribing regulations to be observed with regard to the apprenticeship of pauper children, so as to provide that we may assent, in any case where it may seem to us necessary or expedient, to a departure from any of the regulations contained in the said Orders with regard to the apprenticeship of pauper children.

And we do hereby rescind the Orders secondly above referred to, except so far as such Orders may have been acted upon.

Given under the seal of office of the Local Government Board, this fifteenth day of February, in the year One thousand eight hundred and ninety-eight.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

4. Schools.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD,
DATED OCTOBER 27, 1877, PRESCRIBING "ATTENDANCE"
AS REGARDS WORKHOUSE SCHOOLS.*

To the Guardians of the Poor of the several Unions and separate Parishes in England and Wales;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844,† and the Acts amending the same;—

And to all others whom it may concern.

Whereas by Section 5 of the Elementary Education Act, 1876,‡ it is enacted as follows :

"A person shall not, after the commencement of this Act,

* This Order was gazetted October 30, 1877.

† 7 & 8 Vict. c. 101.

‡ 39 & 40 Vict. c. 79.

take into his employment (except as herein-after in this Act mentioned) any child—

- “(1.) Who is under the age of ten years ; or
- “(2.) Who, being of the age of ten years or upwards, has not obtained such certificate either of his proficiency in reading, writing, and elementary arithmetic or of previous due attendance at a certified efficient school, as in this Act in that behalf mentioned, unless such child, being of the age of ten years or upwards, is employed and is attending school, in accordance with the provisions of the Factory Acts, or of any byelaw of the local authority (herein-after mentioned) made under Section 74 of the Elementary Education Act, 1870,* as amended by the Elementary Education Act, 1873,† and this Act, and sanctioned by the Education Department.”

And whereas by Section 48 of the said Act it is provided that the term “certified efficient school” in that Act means (among other schools) “any workhouse school certified to be efficient by the Local Government Board” ;

And whereas by Rule No. 11 in the first schedule to the said Act it is provided that attendance for the purpose of that schedule includes, where the attendance is at a workhouse school, such attendance as may be from time to time directed for the purpose by the Local Government Board :

Now, therefore, we, the Local Government Board, in pursuance of the powers given by the statutes in that behalf, hereby direct, for the purpose of the said schedule as regards children who attend a workhouse school, certified by the Local Government Board to be efficient, as follows :

Article 1.—An attendance of a child at a workhouse school certified as aforesaid shall be deemed to be an attendance for the purpose of the said schedule, where such child has attended the school and been under instruction in secular subjects at the morning or afternoon meeting of the school for not less than two hours if the child is above seven years of age, or for not less than one hour and a half if the child is above five and under seven years of age.

Provided, that where a child, if above seven years of age, has so attended and been under instruction in secular subjects for not less than three hours in the morning and one hour in the afternoon of the same day ; or if above five and under seven years of age, for not less than two hours in the morning and one hour in the afternoon of the same day, each such attendance shall in each case be deemed to be an attendance for the purpose aforesaid.

* 38 & 34 Vict. c. 75.

† 36 & 37 Vict. c. 86.

Article 2.—Any time which may be devoted to instruction in drill or to industrial training, other than a reasonable time for needlework in the case of girls, shall not be included in the time prescribed for an attendance for the purpose aforesaid.

Article 3.—In this Order,—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament;

The term “workhouse school” includes any school, certified as aforesaid, belonging to a union or separate parish which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises or, being separate from the workhouse, are situated either within or without the limits of the union or separate parish, and also any school belonging to a school district formed under the Poor Law Amendment Act, 1844,* and Acts amending the same.

Given under the seal of office of the Local Government Board, this twenty-seventh day of October, in the year One thousand eight hundred and seventy-seven.

• *G. Selater-Booth,*
President.

Danby P. Fry,
Assistant Secretary.

**GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD, DATED
APRIL 3, 1878, PRESCRIBING REGISTER OF “ATTEND-
ANCE” AS REGARDS WORKHOUSE SCHOOLS.†**

To the Guardians of the Poor of the several Unions and separate Parishes in England and Wales;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844,* and the several Acts amending the same;—

And to all others whom it may concern.

* 7 & 8 Vict. c. 101.

† This Order was gazetted April 5, 1878.

Whereas the Local Government Board by a General Order, dated the 27th day of October, 1877,* gave directions with respect to the attendance, for the purpose of the Elementary Education Acts, of children attending workhouse schools certified by the Board to be efficient; and it is expedient that provision should be made with respect to the registration of attendances in every workhouse school, as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given by the statutes in that behalf, hereby order as follows, with respect to the registration of the attendance of children in every workhouse school :—

Article 1.—The schoolmaster or schoolmistress, as the case may be, shall, within fifteen minutes from the commencement of the required instruction in secular subjects, mark the attendance of each child present at every meeting of the school in an attendance register according to the Form No. 1 in the schedule to this Order; and shall from time to time make out a summary of the attendance register according to the Form No. 2 in the said schedule, which summary shall be duly examined and signed by the clerk.

Article 2.—The attendance registers shall be produced to the visiting committee, on their visits to the school, and to the guardians or the board of management at such times as they may direct.

Article 3.—Every attendance register shall be carefully preserved by the guardians or the board of management for ten years.

Article 4.—The standards of examination to be observed shall be those prescribed in the code of the Education Department in force for the time being. A list of the children arranged according to such standards shall be prepared by the schoolmaster or schoolmistress, as the case may be, and presented to the school inspector of the Local Government Board at the time of his annual examination of the school.

Article 5.—The instruction in the school shall be given at the time specified in a time-table to be prepared by the schoolmaster or schoolmistress and approved by the guardians or board of management, as the case may be.

Article 6.—In this Order,—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

* Printed at p. 234 above.

The term "separate parish" means a parish or place which is under a separate board of guardians;

The word "guardians" includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament;

The term "clerk" means the clerk to the guardians or the clerk to the board of management, as the case may be;

The term "workhouse school" includes any school belonging to a union or separate parish which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises, or, being separate from the workhouse, are situated either within or without the limits of the union or separate parish, and also any school belonging to a school district formed under the Poor Law Amendment Act, 1844,* and Acts amending the same.

* 7 & 8 Vict. c. 101.

Schedule.

Form No. 1.—Attendance Register.

Quarter ending 18

Workhouse School at

Union.

No.	Names.	Age last Birthday.	Standard in which last examined.	Attendances during the Weeks ended							Total Attendances for the Week.
				M.	T.	W.	Th.	F.	S.		
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
				Number of school meetings during the week							

Form No. 1.—Attendance Register—continued.

[illegible]

Attendances during the Weeks ended

The schoolmaster or schoolmistress, as the case may be, is responsible for the accurate keeping of this register. Every attendance must be marked in ink at each meeting of the school; the morning attendance by a stroke

marked thus / : the afternoon attendance thus \.
A horizontal line — will denote that no meeting of the school has taken place.
Absence through sickness must be shown by the letter "s."
Absence on account of industrial work should be shown by the letter "w."
Absence through any other cause should be shown by the letter "a."
There should be no erasures and no blanks.

Schoolmaster or Schoolmistress.

Form No. 2.

Summary of Attendance Register.

Year ending _____ 18__.

Union.

No.	Names.	Standard in which last examined.	Attendances during the Quarters ended				Total Attendance for the Year.
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
Totals							

Number of School Meetings :—

Quarter ended - - - - -

Quarter ended - - - - -

Quarter ended - - - - -

Quarter ended - - - - -

Total - - - - -

* Average Number of Scholars in attendance -

* The average number of scholars in attendance will be found by dividing the total number of attendances by the total number of school meetings.

Schoolmaster or Schoolmistress.

Examined on behalf of the Guardians,

{ Clerk to the Guardians [or to the
Board of Management].

Given under the seal of office of the Local Government Board, this third day of April, in the year One thousand eight hundred and seventy-eight.

G. Selater-Booth,
President.

John Lambert,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED MAY 20, 1891, PROHIBITING CORPORAL PUNISHMENT OF FEMALE CHILDREN IN CERTAIN SCHOOL DISTRICTS AND UNIONS.*

To the Boards of Management of the several School Districts named in the Schedule to this Order;—

To the Guardians of the Poor of the several Unions and separate Parishes and the separate township named in the said schedule;—

To the Select Vestry of the Parish of Liverpool, in the county borough of Liverpool;—

To the Guardians of the Poor within the city of Oxford;—
And to all others whom it may concern.

Whereas the boards of management of the several school districts, and the guardians of the poor of the several unions and separate parishes, and the separate township, named in column 1 of the schedule to this Order, the select vestry of the parish of Liverpool, and the guardians of the poor within the city of Oxford, have respectively under their control schools for the reception and training of poor children, and the Poor Law Board or the Local Government Board, by Orders bearing the dates set forth in column 2 of the said schedule, prescribed regulations for the government of the said schools respectively:

And whereas the said Orders respectively made provision with regard to the corporal punishment, in certain cases, of children, being inmates of the said schools; and it is expedient that further provision in the matter should be made as hereinafter mentioned:

Now, therefore, we, the Local Government Board in pursuance of the powers given to us by the statutes in that behalf, hereby order and direct that each of the several Orders referred to in column 2 of the schedule to this Order shall be amended by the addition of the following proviso to the Article in such Order bearing the number set forth in column 3 of the said schedule opposite to the date of such Order:—

Provided that in no case shall corporal punishment be inflicted on any female child.

Schedule.

Column 1. Name of School District, Union, or Separate Parish, &c., &c.	Column 2. Date of Order prescribing Regulations.	Column 3. Article to be amended.
Central London School District - -	23rd February, 1852 -	Art. 39.
Farnham and Hartley Wintney School District.	17th January, 1852 -	Art. 39.
Forest Gate School District - - -	22nd March, 1869 -	Art. 39.
North Surrey School District . . .	22nd May, 1851 -	Art. 39.

* This Order was gazetted May 22, 1891.

Column 1. Name of School District, Union, or Separate Parish, &c., &c.	Column 2. Date of Order prescribing Regulations	Column 3. Article to be amended.
Reading and Wokingham School District -	10th February, 1852 -	Art. 39.
South-east Shropshire School District -	16th August, 1851 -	Art. 39.
South Metropolitan School District -	18th July, 1854 -	Art. 39.
Walsall and West Bromwich School District	1st July, 1871 -	Art. 39.
West London School District -	23rd April, 1872 -	Art. 39.
Birkenhead Union - - -	31st August, 1869 -	Art. 39.
Cardiff Union - - -	2nd January, 1864 -	Art. 39.
Holborn Union - - -	27th May, 1871 -	Art. 39.
Leeds Union - - -	20th September, 1869 -	Art. 39.
Newport (Monmouth and Glamorgan) Union	24th August, 1859 -	Art. 39.
Strand Union - - -	3rd January 1856 -	Art. 40.
Westminster Union - - -	9th November, 1872 -	Art. 39.
Brighton, parish of - - -	5th January, 1863 -	Art. 39.
Liverpool, parish of - - -	7th August, 1856 -	Art. 40.
Saint George-in-the-East, parish of -	14th June, 1852 -	Art. 38.
Saint Mary, Islington, parish of -	29th March, 1867 -	Art. 39.
Saint Mary, Lambeth, parish of -	23rd June, 1852 -	Art. 38.
Saint Marylebone, parish of -	1st June 1860 -	Art. 38.
Saint Matthew, Bethnal Green, parish of -	23rd May, 1872 -	Art. 39.
Saint Pancras, parish of - - -	29th September, 1870 -	Art. 39.
Manchester, township of - - -	6th July, 1852 -	Art. 39.
Oxford Incorporation - - -	24th November, 1854 -	Art. 38.

Given under the seal of office of the Local Government Board, this twentieth day of May, in the year One thousand eight hundred and ninety-one.

Chas. T. Ritchie,
President.

S. B. Provis,
Assistant Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED SEPTEMBER 12, 1894, FIXING QUALIFICATION OF MANAGERS IN SCHOOL DISTRICTS.*

1894. No. 736.

To the Boards of Management of the several School Districts named in the Schedule for this Order ;

To the Guardians of the Poor of the several Unions and separate Parishes comprised in the said School Districts ;

And to all others whom it may concern.

Whereas by certain orders issued by the Poor Law Board, or by us, the Local Government Board, a qualification has been fixed in respect of each of the several school districts named in the schedule to this Order, without which no person is eligible to serve as an elective member of the Board of Management of such school districts :

* This Order was gazetted September 14, 1894.

And whereas it is expedient that further provision should be made with regard to such qualification as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers conferred upon us in that behalf, hereby Order that, notwithstanding anything contained in any of the Orders above referred to, the qualification, without which no person shall be eligible to serve as an elective member of the Board of Management of any school district named in the schedule to this Order, shall, from and after the date of this Order, consist in being rated within such school district to the relief of the poor upon an annual rateable value of not less than five pounds.

Schedule.

Central London School District.
 Farnham and Hartley Wintney School District.
 Forest Gate School District.
 Kensington and Chelsea School District.
 North Surrey School District.
 Reading and Wokingham School District.
 South-east Shropshire School District.
 South Metropolitan School District.
 Walsall and West Bromwich School District.
 West London School District.

Given under the seal of office of the Local Government Board this twelfth day of September, in the year One thousand eight hundred and ninety-four.

(L.S.)

G. Shaw-Lefevre,
 President.

Hugh Owen,
 Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED NOVEMBER 26, 1894, AS TO THE VISITATION OF DISTRICT SCHOOLS.*

1894. No. 740.

To the Boards of Management of the several School Districts named in the Schedule to this Order ;

And to all others whom it may concern

Whereas by certain Orders issued by the Poor Law Board, and by us, the Local Government Board, regulations have been prescribed with respect to the government of the schools belonging to the boards of management of the several school districts named in the schedule to this Order :

And whereas it is expedient to make further provisions on the subject as herein-after mentioned :

* This Order was gasetted November 27, 1894.

Now, therefore, in pursuance of the powers conferred upon us by the statutes in that behalf, we hereby order that, notwithstanding anything contained in the Orders above referred to, the following provisions shall have effect; that is to say:—

Article 1.—Any member of a board of management of a school district named in the schedule to this Order may, at any time, visit and examine any part of any school belonging to the board of management of which he is a member.

Article 2.—Any board of management of a school district named in the schedule to this Order may, if they think fit, from time to time by resolution appoint one or more committee or committees, consisting of women, whether members of such board or not, whose duty it shall be to visit and examine the parts of the school or schools belonging to such board of management in which pauper children are maintained, and to report to the board of management any matter which may appear to the committee to need attention.

Provided that the proceedings, terms of office, and duties of any such committee shall be subject to such rules as the board of management may from time to time prescribe.

Provided also that the appointment of such a committee shall not in any way affect the duty of the board of management to appoint a visiting committee as required by the Orders now in force, nor the powers and duties of any such visiting committee.

Schedule.

Central London School District
Farnham and Hartley Wintney School District.
Forest Gate School District.
Kensington and Chelsea School District.
North Surrey School District.
Reading and Wokingham School District.
South-east Shropshire School District.
South Metropolitan School District.
Walsall and West Bromwich School District.
West London School District.

Given under the seal of office of the Local Government Board, this twenty-sixth day of November, in the year One thousand eight hundred and ninety-four.

(L.S.)

G. Shaw-Lefevre,
President.

Hugh Owen,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JANUARY 30, 1897, AS TO INSTRUCTION OF CHILDREN IN WORKHOUSES, AND IN SEPARATE AND DISTRICT SCHOOLS.*

1897. No. 59.

To the Guardians of the Poor of the several Poor Law Unions for the time being in England and Wales;—

To the Boards of Management of the several District Schools formed under the Poor Law Amendment Act, 1844,† and the Acts amending the same;—

And to all others whom it may concern.

Whereas by certain General and other Orders issued by the Poor Law Commissioners, the Poor Law Board, and by us, the Local Government Board, provision has from time to time been made as regards the instruction and school attendance of children in the workhouses and separate workhouse schools of poor law unions in England and Wales, and in district schools provided by boards of management constituted under the provisions of the Poor Law Amendment Act, 1844,* and the Acts amending the same :

And whereas it is expedient that further provision as herein-after mentioned should be made in regard to the instruction and school attendance of children in workhouses separate workhouse schools, and district schools :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf hereby order as follows :—

Article 1.—From and after the first day of March, One thousand eight hundred and ninety-seven, the following regulations shall apply to all children who are inmates for the time being of any workhouse or any poor law school as defined by this Order; and from and after the said date any provision in any of the Orders above referred to which is inconsistent with this Order shall be rescinded.

Provided that these regulations shall not apply to any child who is receiving instruction at a public elementary school.

Article 2.—Except on Sundays, Christmas Day, and Good Friday, and during the holidays fixed by the board of guardians or board of management, as the case may be, including any day fixed as a weekly holiday, and subject as herein-after mentioned in Article 3, every child in good health between the ages of three and seven years shall receive, during the ordinary school hours, at least three hours of instruction in every day, and every child in good health

* This Order was gazetted February 2, 1897.

† 7 & 8 Vict. c. 101.

between the ages of seven and fourteen years shall receive, during the ordinary school hours, at least four hours of instruction in every day : Provided—

- (1) that, if two half-days shall have been fixed as weekly half-holidays instead of one whole day as a weekly holiday, every child shall on such days receive instruction for half the time only herein-before prescribed by this article ;
- (2) that instruction shall be given, in the case of children between the ages of three and seven years in equal periods in the morning and afternoon, or during not less than two hours in the morning and one hour in the afternoon, and in the case of children between the age of seven and fourteen years in equal periods in the morning and afternoon, or during not less than three hours in the morning and one hour in the afternoon ;
- (3) that of the time occupied in any week in the instruction in needlework which may be included in the instruction of girls, at least two-thirds shall be occupied in plain needlework, knitting, and cutting out and making garments, and not more than one-third in mending.

Article 3.—A child over the age of eleven years, or such older age as may hereafter be fixed by law as the age at which a child may obtain partial exemption from the obligation to attend school, who shall have passed the fourth standard of examination under the code of regulations of the Education Department for the time being in force may be withdrawn from instruction during half of the time for which under Article 2 such instruction is to be received ; but no child shall be entirely withdrawn from instruction unless such child shall have attained the age of fourteen years.

Article 4.—In every case where a child may be receiving instruction for half only of the time fixed for the ordinary school hours, the attendance of such child for the purposes of instruction shall be for not less than two consecutive hours ; provided that if two half-days shall have been fixed as weekly half-holidays instead of one whole day as a weekly holiday, the attendance of the child on such days shall be for not less than one undivided hour.

Article 5.—(1.) No child under the age of eleven years shall be employed in industrial training or manual or industrial work for more than one hour in any day.

(2.) No child over the age of eleven years receiving instruction for the whole time required by Article 2 shall be employed in industrial training or manual or industrial work for more than three hours in any day.

(3.) No child who may be receiving instruction for half only of the time fixed for the ordinary school hours shall be employed in industrial training or manual or industrial work for more than five hours in any day.

(4.) No child wholly withdrawn from instruction shall be employed in industrial training or manual or industrial work for more than eight hours in any day.

Article 6.—The time in every case for attendance at classes for instruction may include an interval for recreation of not more than fifteen minutes in an attendance of three hours, and of not more than ten minutes in an attendance of a shorter period of time. An attendance of two hours or more shall include an interval for recreation of not less than ten minutes.

Article 7.—The board of guardians or board of management shall cause the children in the workhouse or poor law school to receive the religious instruction required by the Orders in force in the poor law union or district, and the time occupied in such instruction shall not be included in the time occupied in instruction in pursuance of this Order.

Article 8.—The board of guardians or board of management, as the case may be, shall fix one day in each week as a weekly holiday, or two half-days in each week as weekly half-holidays, and may, if they think fit, cause the school to be closed for all purposes of instruction for a period not exceeding six weeks, inclusive of public holidays, in any year, or for periods not exceeding in the whole six weeks in the year, for holidays, in addition to the weekly holiday or half-holidays.

Article 9.—The board of guardians or board of management, as the case may be, shall prepare separate time tables for the infants, boys, and girls, in which shall be stated the division of each day of the week, except Sunday, into the hours of instruction, religious instruction, industrial training, manual or industrial work, recreation, and meals for the children. The hours of religious instruction on Sunday, and the weekly holiday or half holidays, shall also be entered. Each time table shall be hung up in some conspicuous place where it will be open to the inspection of the children to which it relates.

Article 10.—Nothing in this Order shall be deemed to relieve any board of guardians or board of management, or any child from any duty or liability imposed by the Elementary Education Acts, or by any byelaws made under those Acts and in force in the school district in which the workhouse or poor law school is situate.

Article 11.—In this Order the expression "poor law school," includes any school belonging to a poor law union which is under distinct management from that of the workhouse, whether the school buildings are part of the workhouse premises or, being separate from the workhouse, are situate either within or without the limits of the poor law union; or

any district school belonging to a board of management formed under the Poor Law Amendment Act, 1844, and the Acts amending the same; the expression "instruction" except in the term "religious instruction," means instruction in any of the subjects for which grants may be made under the code of regulations of the Education Department for the time being in force except cookery, laundry work, dairy work, or cottage gardening.

Given under the seal of office of the Local Government Board, this thirtieth day of January, in the year One thousand eight hundred and ninety-seven.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

5. Workhouses.

ORDER OF THE POOR LAW COMMISSIONERS DATED JULY 24, 1847, "GENERAL CONSOLIDATED ORDER."

[This Order, of which Articles 88 to 152 relate to workhouses, is printed at pp. 87-99 above.]

GENERAL ORDER OF THE POOR LAW BOARD, DATED AUGUST 23, 1859, AS TO RELIGIOUS INSTRUCTION OF CHILDREN IN WORKHOUSES.

To the Guardians of the Poor of the several Unions named in the Schedules hereunto annexed;—

To the Churchwardens and Overseers of the Poor of the several Parishes comprised in the said Unions;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the said Unions are respectively situate;—

And to all others whom it may concern.

Whereas, by the Act passed in the fifth year of the reign of King William the Fourth, Chapter Seventy-six* it was, among other things, enacted, that no Rules, Orders, or Regulations of the Poor Law Commissioners, nor any byelaws then in force, or to be thereafter made, should oblige any inmate of any workhouse to attend any religious service celebrated in a mode contrary to the religious principles of such inmate, nor should authorise the education of any child in a workhouse in any religious creed other than that professed by the parents or surviving parent of such child, and to which

* The Poor Law Amendment Act, 1834(4 & 5 Will. 4. c. 76).

such parents or parent should object, or in the case of an orphan, to which the godfather or godmother of such orphan should object; and it was also provided that it should and might be lawful for any licensed minister of the religious persuasion of any inmate of such workhouse, at all times in the day, on the request of such inmate, to visit such workhouse, for the purpose of affording religious assistance to such inmate, and also for the purpose of instructing his child or children in the principles of their religion;

And whereas, by an Order bearing date the seventeenth day of March One thousand eight hundred and forty-seven, being a General Order, issued to the several unions mentioned in the first schedule hereunto annexed, and by various special Orders subsequently issued to the several unions mentioned in the second schedule hereunto annexed, the Poor Law Commissioners and Poor Law Board respectively have ordered and directed that the master of every workhouse of the respective unions shall punctually enter up and accurately keep a certain book termed the In-door Relief List, in which shall be entered for each parish of the union in the form therein numbered 22 (except as regards the Order relating to the Hartlepool Union, wherein such form is numbered 21) the several particulars set forth in the said form:—

And whereas the religious persuasion of each pauper inmate of the workhouse is one of the particulars set forth in that form;

And whereas it is desirable that provision should be made for the entry in such column of the religious persuasion of every orphan child whose godfather or godmother does not give information with regard to the religion of such orphan, and that other means should be taken for securing religious instruction to orphans in workhouses than exist at present;

Now; therefore, we, the Poor Law Board, under the authority of the statutes in that behalf made and provided, hereby order and direct as follows:—

Article 1.—That whenever there shall be in the workhouse any orphan child under the age of fourteen years, the master of the said workhouse shall enter in such in-door relief list, as the religious persuasion of such orphan, the religious creed which was professed by the father of such orphan at the time of his death, if the master know or can ascertain the same by reasonable inquiry, or, if the same cannot be so ascertained, the creed professed by the mother of such orphan at the time of her death, if the same be known to the said master, or can be by him in like manner ascertained;

Provided always, that if the godfather or godmother of such orphan shall make any objection, this article shall not have any force or application.

Article 2.—Such orphan while an inmate of the workhouse shall not be instructed in any other religious creed than that

so entered, unless he or she being above the age of twelve years shall desire to receive instruction in some other creed, and unless he or she be considered by the Poor Law Board to be competent to exercise a reasonable judgment upon the subject.

Article 3.—The master of the workhouse shall, subject to the directions of the guardians of the union, take all practicable steps in order to procure the attendance at the workhouse from time to time, for the purpose of affording religious instruction to such orphan, of some minister of the religious persuasion of the said orphan as ascertained according to the provisions of this Order, or according to the information of the godfather or godmother ;

Provided always, that such attendance shall take place at such times as shall not be inconsistent with the discipline and good order of the workhouse.

Article 4.—The provisions herein contained applicable to the master of the workhouse shall extend to the matron in cases in which there shall be no master, or in which he shall be absent, or his office shall be vacant.

Schedules referred to in the foregoing Order.

[These schedules which contain the names of most of the then existing unions, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to other unions and parishes.]

Given under our hands and seals of office, this twenty-third day of August, One thousand eight hundred and fifty-nine.

C. P. Villiers, President.

G. C. Lewis.

W. E. Gladstone.

H. F. Canning, Secretary.

ORDER OF THE POOR LAW BOARD, DATED AUGUST 19, 1867,
AS TO SUBORDINATE OFFICERS AND SERVANTS IN WORK-
HOUSES, AND AS TO PAYMENT OF CANDIDATES' EX-
PENSES.

To the Guardians of the Poor of the several Unions and Parishes named in the Schedules hereunto annexed ;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the said Unions and Parishes are respectively situate ;—

And to all others whom it may concern.

Whereas, by divers General and other Orders, addressed to the several unions and parishes named in the schedules hereunto annexed, the Poor Law Commissioners and the Poor Law Board respectively made certain regulations with reference to the appointments of officers and assistants, and their

salaries and continuance in office ; and it is expedient that certain alterations should be made in such regulations.

Now, therefore, we, the Poor Law Board, acting under the authority of the Poor Law Amendment Act, 1834,* and the other statutes in that behalf made and provided, hereby order as follows :—

Article 1.—The guardians may employ such persons as they shall deem requisite in or about the workhouse or workhouse premises, or on the land occupied for the employment of the pauper inmates of the workhouse, or otherwise in or about the relief of the in-door poor, upon such terms and conditions as shall appear to them to be suitable.

Article 2.—So much of any Order as would require the guardians to report to this board the appointment, salary, removal, or discharge of any such person employed by them as aforesaid, or as would provide for the quarterly or other periodical payment of any such person engaged at daily, weekly, or monthly wages, or by the piece or job, is hereby rescinded.

Article 3.—The foregoing articles of this Order (except so much thereof as relates to their quarterly or other periodical payments) shall not apply to the following officers or persons, that is to say—

Clerk to the guardians.

Chaplain.

Medical officer for the workhouse and his assistants.

Dispensers and persons engaged in preparing and dispensing medicines.

Master of the workhouse.

Matron of the workhouse.

Porter.

Nurse and assistant nurses.

Schoolmaster and schoolmistress and other persons engaged in teaching or instructing pauper children.

Article 4.—The provisions of the said Orders relating to the security to be given by officers shall apply to every person employed under this Order.

Article 5.—When the guardians propose to make an appointment of any officer, assistant, or servant under any of the Orders aforesaid or any other Order of the Poor Law Board, they may by special resolution require any candidate to attend personally before their board for examination, and may pay such reasonable expenses incurred by such candidate as they shall deem proper.

Article 6.—The word “unions” in this Order shall be taken to include not only unions of parishes formed under the provisions of the herein-before mentioned Act, but also

* 4 & 5 Will. 4 c. 76.

unions of parishes incorporated or united for the relief or maintenance of the poor under any local Act of Parliament.

The word "guardians" in this Order shall be taken to include not only guardians appointed or entitled to act under the provisions of the said herein-before mentioned Act. but also any governors, deputy governors, assistants, directors, managers, acting guardians, vestrymen, or other officers appointed and entitled to act as managers of the poor, and in the distribution of relief to the poor from the poor rate under any local Act of Parliament.

Whenever the word "parish" is used in this Order it shall be taken to signify any place for which a separate poor rate is or can be made, or for which a separate overseer is or can be appointed.

The word "workhouse" shall include every school, infirmary, or hospital provided by the guardians for the reception of paupers.

Schedules to which the foregoing Order refers,

Names of the unions and parishes.

[This schedule, which contains the names of most of the then existing unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this nineteenth day of August, in the year One thousand eight hundred and sixty-seven.

(L.S.)

*Devon, President.
B. Disraeli.
Gathorne Hardy.*

G. Schluter-Booth, Secretary.

ORDER, DATED APRIL 4, 1868, OF THE POOR LAW BOARD, AS TO THE DUTIES OF MEDICAL OFFICERS AS AMENDED BY GENERAL ORDER, DATED AUGUST 24, 1869.*

To the Guardians of the Poor of the several Unions, Incorporations, and Parishes named in the Schedule hereunto annexed :—

To the Medical Officers for the Workhouses of such Unions, Incorporations, and Parishes respectively ;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the said Unions, Incorporations, and Parishes are respectively situate :—

And to all others whom it may concern.

* Printed at length in (1st Edition) Vol. 5, p. 338. Statutory Rules and Orders Revised.

Whereas by two General Orders dated respectively the twenty-fourth day of July, One thousand eight hundred and forty seven,* and the eighth day of December in the same year, and by divers other Orders of the Poor Law Commissioners and the Poor Law Board, addressed to the several unions, incorporations, parishes, and other places named in the schedule hereunto annexed, provisions are made for the appointment of an officer for every workhouse, termed "The Medical Officer for the Workhouse," and the duties to be performed by such officer are therein set forth.

And whereas it is expedient that certain other duties should be prescribed to be performed by such medical officers.

Now, therefore, we the Poor Law Board, under the authority of the statutes in that behalf made and provided, hereby order and direct, from and after the twenty-fourth day of June next, as regards the medical officer for every workhouse in the unions, incorporations, and parishes named in the said schedule, as follows; that is to say,—

Article 1.—He shall keep a book, to be termed "The Workhouse Medical Officer's Report Book" (to be supplied by the guardians), in which he shall enter in writing, duly and punctually and under the correct dates, every report required by the said Orders to be made by him to the Board of Guardians as to the defects in the diet, drainage, ventilation, warmth, and other arrangements of the workhouse; as to any excess in the number of any class of inmates which he may deem to be detrimental to health; as to every defect which he may observe in the arrangements of the infirmary or sick wards, and in the performance of their duties by the nurses of the sick; and, further, a report of any other matter which, in the discharge of the duties of his office, he shall consider to require the attention of the guardians; and also such recommendations relating to any of the matters aforesaid as he may think it right to submit to the said guardians.

Article 2.—He shall cause this book to be delivered to the clerk of the guardians in sufficient time to allow it to be laid before the board of guardians at the ordinary meeting held at or next following the date of the report, and to be produced to the visiting committee, and to the inspectors of the Poor Law Board, when they shall require to see it.

Article 3.—He shall enter on a card, to be affixed at or near the head of the bed of every patient upon whom he shall be in attendance, all medical or other extras which he shall deem necessary to be supplied.

Article 4.—He shall report in writing to the Poor Law Board the case of every sudden and every accidental death which may occur in the workhouse within twenty-four hours

* Printed at p. 74 above.

after he shall receive information of the same, and the cause of the death so far as he is able to explain it.

Article 5*.—The medical officer for the workhouse shall, in addition to the reports required to be made from time to time under Article No. 1 of the said last-recited Order, report specially to the guardians on or about the first day of January and the first day of July in every year upon the several matters set forth in the statement contained in the said last-recited Order, and such reports shall be entered in or preserved with the medical officers' report book.

Article 6.—The word "guardians" in this Order shall be taken to include any governor, director, manager, acting guardian, vestryman, or other officer in a parish or union appointed or entitled to act as a manager of the poor, and in the distribution of the relief to the poor from the poor rate, under any General or Local Act of Parliament.

Statement of the medical officer for the workhouse.
To the Poor Law Board.

union [incorporation, or parish].
workhouse.

Statement of the medical officer for the above-named workhouse, for the half year ended on the day of 186 , in answer to the following inquiries in reference to the said workhouse.

1. Is there sufficient ventilation and warmth?
2. Has the accommodation during the preceding six months for the several classes of sick been sufficient?
3. Are the arrangements for cooking and distribution of food, as regards the sick, satisfactory?
4. Is the nursing satisfactorily performed?
5. Is there a sufficient supply of towels, vessels, bedding, clothing, and other conveniences for the use of the sick inmates?
6. Are the medical appliances sufficient and in good order?
Are there any water-beds or rack bedsteads? and, if so, are they sufficient in number and in good order?
7. Are the lavatories and baths sufficient and in good order?
8. Are the supply and distribution of hot and cold water sufficiently provided for?

(Signed)

Medical Officer.

at
this

day of

186

* The new Article 5 was substituted for the previous Article 5 by the Order of August, 1869.

Schedule to which the foregoing Order refers.

[This schedule, which contains the names of most of the then existing unions and parishes, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office this fourth day of April, in the year One thousand eight hundred and sixty-eight.

*Devon, President.
Gathorne Hardy.
Marlborough.*

M. E. Hicks-Beach, Secretary.

ORDER OF THE POOR LAW BOARD DATED NOVEMBER 26, 1868, AS TO RELIGIOUS CREED REGISTER.

To the Guardians of the Poor of the several Unions named in the Schedule (A) hereunto annexed;—

To the Guardians of the Poor of the several Parishes and Places named in the Schedule (B) hereunto annexed;—

To the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the said Unions and Parishes are respectively situate;—

And to all others whom it may concern.

Whereas by the Poor Law Amendment Act, 1868,* it is among other things enacted “that the officer for the time being acting as the master of a workhouse, or as the master or superintendent of a district or other pauper school, shall keep a register of the religious creed of the pauper inmates of such workhouse or school separate from all other registers in such form and with such particulars as shall be prescribed by the Poor Law Board by an Order under their seal and shall as regards every inmate of such workhouse or school at the date to be fixed by such Order, and subsequently upon the admission of every inmate therein, make due inquiry into the religious creed of such inmate, and enter such religious creed in such register.”

Now, therefore, we, the Poor Law Board, hereby order and prescribe as follows:—

Article I.—On and after the first day of January next the master, and where there is no master the matron, of every

* 31 & 32 Vict. c. 122.

Schedules (A.) and (B.) to which the foregoing Order refers.

[These schedules, which contain the names of most of the then existing unions and parishes, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-sixth day of November, in the year One thousand eight hundred and sixty-eight.

*Devon, President.
Gathorne Hardy.
Marlborough.*

*H. Fleming,
Secretary.*

ORDER OF THE LOCAL GOVERNMENT BOARD DATED NOVEMBER 20, 1891, AS TO THE MODE OF TAKING VOTES OF RATEPAYERS AND OWNERS OF PROPERTY.

To the Overseers of the Poor of the several Parishes in England and Wales;—

And to all others whom it may concern.

Whereas by Section 40 of the Poor Law Amendment Act, 1834* (herein-after referred to as "the Act of 1834"), it is enacted that wherever the consent of the owners of property or ratepayers in any parish shall be required for any of the purposes of that Act, except when otherwise expressly provided for in that Act, the votes of such owners and ratepayers shall be given or taken in writing, collected and returned in such manner as the Poor Law Commissioners (now the Local Government Board) shall direct;

And whereas by Section 3 of the Union and Parish Property Act, 1835† (herein-after referred to as "the Act of 1835"), it is provided that no sale or exchange or letting of any workhouses, tenements, buildings, or land of any parish shall take place by virtue of the powers contained in that section, except with the consent of a majority of the ratepayers of such parish, and of the owners of property therein, entitled to vote under and by virtue of the Act of 1834,* assembled at a meeting to be duly convened and held for the purpose, after public notice of the time and place and purpose of holding such meeting shall have been given in like manner as notices of vestry meetings are published and given, such majority to be ascertained in manner provided by the Act of 1834*; but by Section 8 of the Poor Law Act, 1889‡ (herein-after referred to as "the Act of 1889"), it is provided that no consent other than that of the Local Government Board shall be required to

* 4 & 5 Will. 4. c. 76. † 5 & 6 Will. 4. c. 69. ‡ 52 & 53 Vict. c. 56.

the sale or exchange or letting by the board of guardians of any separate parish of any workhouse, tenements, buildings, or land belonging to such parish ;

And whereas by virtue of Section 1 of the Sale of Exhausted Parish Lands Act, 1876,* the consent of the ratepayers and owners of property in the parish, as set forth in Section 3 of the Act of 1835, is required to the sale of land allotted to or otherwise acquired by a parish, for the purpose of the supply of materials for the repair of the public roads and highways in such parish, and also for the repair of private roads therein, or for some other purpose, public or private, the materials in which land are exhausted, or are not suitable or required ;

And whereas in cases where the consent of the owners of property and ratepayers in a parish is required to be given to a conveyance of land belonging to a parish under the provisions of Section 7 of the Open Spaces Act, 1887,† the same is to be given in manner provided by the Act of 1835 ;

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we, the Local Government Board, by this our Order, direct that whenever the consent of ratepayers of a parish, or part of a parish, and of owners of property therein, is required to the sale, exchange, letting, grant, or conveyance of any workhouses, tenements, buildings, land, or property of such parish, or of any part of such parish, under the provisions of the Act of 1835, as amended by the Act of 1889, the Sale of Exhausted Parish Lands Act, 1876, or the Open Spaces Act, 1887,† the votes of such ratepayers or owners shall be given or taken in writing, collected, and returned in manner following ; that is to say,—

Article 1.—The overseers of the poor of the parish to which or to part of which the property belongs shall cause public notice of the time, place, and purpose of holding the meeting, according to a form to be supplied by us, to be given in like manner as notices of vestry meetings are published and given.

Article 2.—On the day appointed for the holding of the meeting, a resolution according to a form to be supplied by us, having been duly proposed and seconded, and entered in a book to be provided for the purpose by the overseers, the ratepayers and owners of property lawfully entitled to vote on the question, and desirous of voting, shall write their names in such book, on alternate pages whereof the affirmative and the negative of the proposal shall respectively be written, and at the close of the meeting the number of votes entered therein, calculated according to the scale of votes by law allowed in this behalf, shall be cast up by the overseers, and the chairman

* 39 & 40 Vict. c. 62.

† 50 & 51 Vict. c. 32.

of such meeting shall, at the hour appointed for closing the meeting, declare the said proposal to be carried or lost, according as there may be a majority of the votes in the affirmative or in the negative, unless some ratepayer or owner of property lawfully entitled to vote shall demand that the voting be continued for another day, in which case the chairman shall adjourn the meeting to such hour of such day and to such place as he shall determine, and he shall, at the time of the adjournment, fix and announce the hour at which the voting will close.

Article 3.—At the adjourned meeting the persons entitled to vote and desirous of voting shall record their votes in the said book in manner aforesaid; and, at such hour in the afternoon of that day as shall have been fixed as aforesaid, the voting shall be closed, and the number of votes, calculated as aforesaid, shall be cast up by the overseers, and the chairman of the adjourned meeting shall declare the proposal to be carried or lost, according as there may be a majority of the total number of votes in the affirmative or in the negative.

Article 4.—Any person voting, if unable to write his or her name, shall make his or her mark in the said book, which mark shall be attested by the chairman of the meeting or by one of the overseers.

Article 5.—The overseers shall, as soon as practicable after the result has been declared by the chairman, communicate it to us.

Article 6.—The term “parish” means any place for which a separate poor rate is or can be made or for which a separate overseer is or can be appointed, and for the purposes of the Sale of Exhausted Parish Lands Act, 1876,* shall mean a parish as defined by Section 7 of that Act.

The term “overseers” includes any person or body of persons performing the duties of overseers, so far as regards the assessment, making, and collecting of poor rates.

Given under the seal of office of the Local Government Board, this twentieth day of November, in the year One thousand eight hundred and ninety-one.

(L.S.)

Chas. T. Ritchie,
President.

C. N. Dalton,
Assistant Secretary.

* 39 & 40 Vict. c. 62.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED NOVEMBER 3, 1892.—ALLOWANCE OF TOBACCO AND SNUFF TO CERTAIN PAUPERS IN WORKHOUSES.*

To the Guardians of the Poor of the several Unions and Separate Parishes in England and Wales, and to all others whom it may concern.

Whereas by certain General and other Orders the Poor Law Commissioners, the Poor Law Board, and the Local Government Board, have made rules and regulations with regard to the government of the workhouses of the said several unions and separate parishes.

And whereas it is expedient that further provision should be made as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order that, from and after the date hereof, the following regulations shall be in force in the said several unions and separate parishes.

Article 1.—Tobacco and snuff may be allowed to such of the inmates of the workhouse, who are not able-bodied or are employed upon work of a specially disagreeable character, as the guardians may consider should be supplied with the same, the quantity to be allowed in each case, or in any class of cases, to be such as the guardians may by resolution prescribe.

Article 2.—So much of each of the said Orders as provides that no pauper shall smoke in any room in the workhouse, except by the special direction of the medical officer, shall be rescinded, but the guardians may from time to time, by resolution, determine in what rooms and at what time smoking shall be allowed, and no pauper shall smoke in the workhouse in any other room or at any other time than is so allowed.

Article 3.—In this Order,—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament.

The term “separate parish” means a parish or place which is under a separate board of guardians ;

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board, this third day of November, in the year One thousand eight hundred and ninety-two.

(L.S.)

Henry H. Fowler,
President.

Hugh Owen, Secretary.

* This Order was gazetted November 4, 1892.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JANUARY 26, 1893, PRESCRIBING REGULATIONS AS TO WORKHOUSES.*

To the Guardians of the Poor of the several Unions and Separate Parishes for the time being in England and Wales;

And to all others whom it may concern.

Whereas by certain General and other Orders from time to time issued by the Poor Law Commissioners, the Poor Law Board, and by us, the Local Government Board, regulations have been prescribed with respect to workhouses;

And whereas it is expedient to make further provision on the subject as herein-after mentioned :

Now, therefore, in pursuance of the powers conferred upon us by the statutes in that behalf we hereby order that, notwithstanding anything contained in the General or other Orders above referred to, the following provisions shall have effect; that is to say,—

Article 1.—Any guardian of the poor may, at any time, visit and examine any part of any workhouse of the union or separate parish of which he is a guardian.

Article 2.—Any board of guardians may, if they think fit, from time to time by resolution appoint one or more committee or committees, consisting of persons of the female sex, whether members of the board of guardians or not, whose duty it shall be to visit and examine the parts of the workhouse or workhouses of the union or separate parish in which female paupers or pauper children are maintained, and to report to the board of guardians any matter which may appear to the committee to need attention.

Provided that the proceedings, term of office, and duties of any such committee shall be subject to such rules and regulations as the board of guardians may from time to time prescribe.

Provided also, that the appointment of such a committee shall not in any way affect the duty of the board of guardians to appoint one or more visiting committees as required by the Orders now in force, nor the powers and duties of any such visiting committee.

Given under the seal of office of the Local Government Board, this twenty-sixth day of January, in the year One thousand eight hundred and ninety-three.

(L.S.)

Henry H. Fowler,
President.

Hugh Owen,
Secretary.

* This Order was gazetted January 27, 1893.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED MARCH 8, 1894, PRESCRIBING WORKHOUSE REGULATIONS AS TO THE ALLOWANCE OF TEA, &C., TO CERTAIN PAUPERS IN THE WORKHOUSE.*

1894. No. 735.

To the Guardians of the Poor of the several Unions and separate Parishes in England and Wales ;

And to all others whom it may concern.

Whereas by certain General and other Orders the Poor Law Commissioners, the Poor Law Board, and Local Government Board have made rules and regulations with regard to the Government of the workhouses of the said several unions and separate parishes :

And whereas it is expedient that further provision should be made as herein-after mentioned.

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order that, from and after the date hereof, the following regulations shall be in force in the said several unions and separate parishes :—

Article 1.—Notwithstanding anything contained in any of the Orders above referred to, the guardians may, if they think fit, cause dry tea, with sugar and milk, to be supplied to such of the female inmates of the workhouse as they may consider should be supplied with the same, the quantity to be allowed in each case, or in any class of cases, to be such as the guardians may by resolution prescribe.

Article 2.—In this Order :—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament :

The term “separate parish” means a parish or place which is under a separate board of guardians :

The word “guardians” includes any governors, directors, managers, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Given under the seal of office of the Local Government Board, this eighth day of March, in the year One thousand eight hundred and ninety-four.

(L.S.)

Henry H. Fowler,
President.

Hugh Owen, Secretary.

* This Order was gazetted March 13, 1894.

**THE NURSING IN WORKHOUSES ORDER, 1897. DATED
AUGUST 6, 1897.**

1897. No. 630.

**To the Guardians of the Poor of the several Poor Law
Unions for the time being in England and Wales :—
And to all others whom it may concern.**

Whereas by certain General and other Orders the Poor Law Commissioners, the Poor Law Board, and the Local Government Board have made rules and regulations with regard to the government of the workhouses of the said several poor law unions, the nursing of the sick poor relieved therein, and as to the appointment of persons to certain offices therein, including the office of nurse, and the qualification, remuneration and duties of such persons ;

And whereas it is expedient that further provision should be made in the matter as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby Order that, from and after the twenty-ninth day of September, One thousand eight hundred and ninety-seven (herein-after referred to as "the commencement of this Order,") the following regulations shall, except in so far as we may assent to a departure therefrom, be in force in the said several poor law unions :

Article 1.—(1) Notwithstanding anything contained in any of the Orders above referred to, no pauper inmate of the workhouse shall be employed to perform the duties of a nurse in the sick or lying-in wards of the workhouse, or be otherwise employed in nursing any pauper in the workhouse who requires nursing.

(2.) No pauper inmate of the workhouse shall be employed as an attendant in the sick or lying-in wards of the workhouse, or upon any pauper in the workhouse who requires nursing, unless such inmate shall be approved by the medical officer of the workhouse for the purpose, and shall act under the immediate supervision of a paid officer of the guardians.

Article 2.—No person shall be appointed by the guardians to the office of nurse or assistant nurse in the workhouse without having had such practical experience in nursing as may render him or her a fit and proper person to hold such office :

Provided that this Article shall not apply in the case of a female assistant nurse in a workhouse where there is a superintendent nurse as required by Article 3 of this Order.

Article 3.—(1.) Where at the commencement of this Order the staff of female nurses and assistant nurses in the workhouse consists of three or more persons, the guardians shall either appoint a superintendent nurse, or, with our consent, direct that one of the nurses shall be a superintendent nurse.

(2.) Where at the commencement of this Order there is not a staff of three female nurses and assistant nurses in the workhouse, but the guardians subsequently propose that there should be such a staff, and also where any superintendent nurse ceases to hold office, the guardians shall appoint a superintendent nurse.

(3.) Any superintendent nurse appointed after the commencement of this Order shall, unless we dispense with the requirement, be a person qualified for the appointment by having undergone, for three years at least, a course of instruction in the medical and surgical wards of any hospital or infirmary being a training school for nurses, and maintaining a resident physician or house surgeon.

Article 4.—(1.) It shall be the duty of the superintendent nurse to superintend and control the other nurses and assistant nurses in the workhouse in the performance of their duties, but such superintendence and control shall, in all matters of treatment of the sick, be subject to the directions of the medical officer of the workhouse, and in all other matters to the directions of the master or matron of the workhouse, so far as the Order in force in the poor law union and the lawful directions of the guardians may require or permit.

(2.) The provisions of the Orders in force in the poor law union applicable to the mode of appointment, remuneration, and tenure of office of a nurse at the workhouse shall apply to every superintendent nurse appointed under this Order :

Provided that no such superintendent nurse shall be dismissed without our consent.

Article 5.—If in an emergency it appears to the medical officer of the workhouse that the employment of a temporary nurse is required for the proper treatment of any case or cases in the workhouse, and he informs the master of the workhouse in writing accordingly, it shall be the duty of the master to engage a person to act as nurse until the next meeting of the guardians, and the guardians shall pay the reasonable remuneration of the person so engaged :

Provided that, where there is no superintendent nurse appointed under Article 3 of this Order, no person shall be engaged under this Article without having had such practical experience in nursing as may render him or her a fit and proper person to hold the office of nurse.

Article 6.—This Order shall not apply to any infirmary or school which is under administration separate from the workhouse.

This Order may be cited as "The Nursing in Workhouses Order, 1897."

Given under the seal of office of the Local Government Board, this sixth day of August, in the year One thousand eight hundred and ninety-seven.

(L.S.)

Henry Chaplin.
President.

Hugh Owen,
Secretary.

**THE WORKHOUSE REGULATIONS (DIETARIES AND ACCOUNTS)
ORDER, 1900. DATED OCTOBER 10, 1900.***

1900. No. 741.

GENERAL ORDER :

Workhouse Regulation (Dietaries and Accounts).

To the Guardians of the Poor of the several Poor Law Unions for the time being in England and Wales ;

And to all others whom it may concern.

Whereas by certain General and other Orders, the Poor Law Commissioners, the Poor Law Board, and we, the Local Government Board, have made rules and regulations with regard to the government of the workhouses of the several poor law unions for the time being in England and Wales, with regard to the diet of the poor in such workhouses, and with regard to the duties and accounts of the officers of the guardians of the poor of the said unions :

And whereas it is expedient that further provision should be made as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby Order and prescribe as follows with respect to each of the said several poor law unions, but subject to any departure to which we may hereafter assent :—

OPERATION OF ORDER AND RESCISSION OF EXISTING PROVISIONS.

Article 1.—(1.) The following regulations shall have effect from and after the twenty-fifth day of March, One thousand nine hundred and one :

Provided that the said regulations may, at the option of the guardians, have effect from and after the twenty fifth day of December, One thousand nine hundred :

* This Order was gazetted October 16, 1900.

Provided also, that such of the said regulations as empower the guardians to frame and adopt dietary tables for use in the workhouse, and to classify the inmates of the workhouse for the purposes of diet, shall, so far as may be necessary, have effect from and after the date hereof.

(2.) So much of any of the Orders above referred to as is inconsistent with any of the said regulations shall be rescinded as from the date on which such regulation takes effect.

DIETARIES AND CLASSIFICATION FOR PURPOSES OF DIET.

Article 2.—(1.) The guardians shall forthwith, in consultation with the medical officer for the workhouse, proceed to frame dietary tables for regular use in the workhouse in accordance with the scheduled regulations and in the Form marked A. in Schedule B. to this Order.

Before the dietary tables so framed are adopted by the guardians, they shall be referred to the medical officer, who shall, as soon as may be, make a report thereon. Such report shall be laid before the guardians and considered by them, and a copy of it shall be entered on the minutes of their proceedings.

After considering the report of the medical officer the guardians shall settle the dietary tables, with or without alterations, and such dietary tables, when adopted by the guardians by resolution after due notice, shall be signed by the presiding chairman and the clerk to the guardians, and shall take effect upon the twenty-fifth day of March, One thousand nine hundred and one, or upon the 25th day of December, One thousand nine hundred, if the guardians, in pursuance of Article 1 of this Order, determine that the regulations shall take effect on that day.

(2.) The dietary tables shall remain in force until substituted dietary tables are adopted by the guardians, after the like procedure to that prescribed, in the case of the first dietary tables, by this Article.

Provided that no substituted dietary tables shall take effect except upon one of the usual quarter days.

(3.) Upon the adoption by the guardians of dietary tables, copies of such tables shall be forwarded to us for purposes of record.

Article 3.—Subject to the provisions of Articles 4, 5, 6, 7, 8, and 9 of this Order—

- (1.) The inmates of the workhouse above the age of three years shall be classified and dieted in accordance with the scheduled regulations, and the dietary tables; and
- (2.) An inmate of the workhouse shall not have or consume any liquor or any food or provision other than is allowed in the dietary table in accordance with

which such inmate shall, in pursuance of this Order, be dieted, except on Christmas Day, and with our consent, on public holidays :

Providing that, upon admission and pending examination by the medical officer for the workhouse in pursuance of Article 10 of this Order, an inmate shall be dieted in accordance with general instructions which shall be given by the guardians to the master of the workhouse.

Article 4.—The sick inmates of the workhouse shall be dieted in accordance with the following provisions of this article ; that is to say,—

- (1.) The medical officer for the workhouse shall prescribe proper dietaries for the sick inmates of the workhouse, and shall record the same in the Form marked B. in Schedule B. to this Order, and shall sign such form.
- (2.) It shall be the duty of the medical officer for the workhouse once at least in every four weeks to revise the diet and extras, if any, in the case of each sick inmate.

Provided that no allowance of fermented or spirituous liquor given by direction of the medical officer to a sick inmate shall be continued for more than eight days unless before the expiration of that period it be renewed for a further period not exceeding eight days upon a direction in writing of the medical officer.

- (3.) In the absence of the medical officer for the workhouse the nurse for the time being in charge of a sick inmate shall requisition the master of the workhouse for any articles of provisions or any stimulant which may be urgently required for any such inmate, and the master shall thereupon supply the same. Such requisition to be termed the "Statim Requisition," shall be made, with counterfoil, in the Form marked C. in Schedule B. to this Order and it shall be the duty of the nurse to exhibit the counterfoil of such requisition to the medical officer at his next visit in order that he may initial the same, and make such comments thereon as he may deem necessary.

Article 5.—If the master of the workhouse is at any time satisfied that an inmate, though not so ill as to need the attendance of the medical officer for the workhouse, is unable to eat the dinner-ration prescribed in his case by the dietary tables, it shall be competent to the master to issue to such inmate, in lieu of said ration, one or other of the following rations, namely, either—

- (a) Milk $\frac{1}{2}$ pint, and bread 2 ounces ; or
- (b) Rice milk $\frac{1}{4}$ pint, and bread 2 ounces ; or

(c) Broth $\frac{1}{2}$ pint, and bread 2 ounces; or

(d) Gruel $\frac{1}{2}$ pint, and sugar 1 ounce.

It shall be the duty of the master to record such alternative issue of food as aforesaid in the Form marked D. in Schedule B. to this Order, and to exhibit the same to the medical officer at his next visit, in order that the medical officer may initial the same, and make such comments thereon as he may deem necessary.

Article 6.—The inmates of the workhouse under the age of three years shall be dieted in accordance with dietaries prescribed by the medical officer for the workhouse in so many different scales as he deems desirable.

The medical officer shall give directions in writing as to the service of food to inmates under three years of age and as to the time at which each infant should be weaned.

Article 7.—(1.) Where in the case of any inmate of the following classes; viz.,—

- (a) Persons of unsound mind;
- (b) Women advanced in pregnancy;
- (c) Women suckling infants;
- (d) Infants under the age of three years;

the medical officer for the workhouse considers the diet prescribed for such inmate in accordance with Articles 3 and 6 of this Order to be unsuitable, it shall be the duty of the medical officer to give directions in writing on a card to be provided by the guardians for the purpose, and to be in the Form marked E. in Schedule B. to this Order, as to the diet of such inmate.

(2.) The medical officer for the workhouse may also direct in writing on a card to be provided by the guardians for the purpose and to be in the Form marked E. in Schedule B. to this Order such diet for each individual inmate not being in the sick ward of the workhouse as the medical officer may deem necessary, and the master of the workhouse in obedience to such direction shall provide such diet for the individual inmate referred to for the period until the next ordinary meeting of the guardians, when he shall report the same in writing to the guardians.

Article 8.—The guardians shall not allow to any inmate of the workhouse any fermented or spirituous liquors unless in pursuance of a written recommendation of the medical officer for the workhouse. Such recommendation shall be entered by the medical officer in a book termed "the alcohol book," to be provided for the purpose and to be kept in the Form marked F. in Schedule B. to this Order, and shall be

accompanied by a statement of the reasons which in the opinion of the medical officer render such allowance requisite for the health of the inmate. The master of the workhouse shall enter in the columns provided for the purpose the articles and the quantities supplied to each inmate in pursuance of the medical officer's recommendation, and the book shall be submitted to the guardians at their next ordinary meeting, and their directions recorded in the column provided therein, but no allowance shall be continued for more than twenty-eight days unless before the expiration of that period it be renewed for a further period not exceeding twenty-eight days upon a recommendation of the medical officer and the direction of the guardians in like manner.

Provided that nothing contained in this article shall be deemed to interfere with any directions of the medical officer given in respect of a sick inmate in the sick ward of the workhouse.

Article 9.—If the medical officer for the workhouse shall at any time certify that he deems a temporary change in the diet essential to the health of the inmates of the workhouse, or of any class or classes thereof, the guardians shall cause a copy of such certificate to be entered on the minutes of their proceedings, and may forthwith order, by a resolution, the diet of the inmates, or of any class or classes thereof, to be temporarily changed, according to the recommendation of the medical officer, and shall forthwith transmit to us a copy of such certificate and resolution.

Article 10.—It shall be the duty of the medical officer for the workhouse, for the purposes of classification under this Order, to examine each inmate as to his or her physical condition and fitness for employment, on the admission of such inmate, and at such other times as may be necessary, either in pursuance of any regulations prescribed by us, or the guardians, or upon an application of such inmate, and to certify the result of such examination in the workhouse medical officer's report book.

Article 11.—The master of the workhouse shall cause fair and legible copies of the dietary tables in the form marked A. in Schedule B. to this Order, or in a form to the like effect, to be hung up in the dining-hall and day-rooms of the workhouse, and in such other suitable positions as may be selected by the guardians, and shall from time to time, as may be necessary, cause such copies to be replaced by other fair and legible copies.

The master shall also in like manner cause a copy of the scales of dietary for the sick, prescribed by the medical officer for the workhouse under Article 4 of this Order, to be hung up in each sick ward of the workhouse.

MASTER'S ACCOUNTS.

Article 12.—The master of the workhouse shall punctually enter up and accurately keep the following accounts; namely,—

1. *The Daily Provisions Issued from and Returned to Stores Account*, in the form marked G. in Schedule B. to this Order, in which shall be entered the provisions daily issued from the stores for the use of the inmates and officers and servants of the workhouse, and the provisions daily returned to the stores.
2. *The Weekly Net Provisions Issued from Stores Account*, in the form marked H. in Schedule B. to this Order, in which shall be entered from the daily provisions issued from and returned to stores account, the total net issue from the stores for each day of the week of each article of provision. The total net issue from the stores of each article of provision during each week shall be carried to the provisions receipt and consumption account prescribed by the existing regulations.

The master shall also keep, in such form as the guardians may direct, an account of the diets supplied in pursuance of the directions of the medical officer given under the provisions of Article 7, and of the food or stimulant supplied under the provisions of Article 4 (3) or Article 5 of this Order.

SAVING AND MISCELLANEOUS.

Article 13.—Nothing in this Order contained shall—

- (1.) Apply to any infirmary or school which is under administration separate from the workhouse or to the casual wards of a workhouse;
- (2.) Affect the right of any inmate of a workhouse under any existing regulations to require his or her allowance of provisions served out at any meal to be weighed.
- (3.) Diminish the powers conferred upon the guardians by our General Orders dated the third day of November, One thousand eight hundred and ninety-two,* and the eighth day of March, One thousand eight hundred and ninety-four,† as regards the allowance of tobacco, snuff, or dry tea in the cases therein mentioned.

Article 14.—Any books or cards upon which the medical officer for the workhouse is required to enter any directions

* Printed at p. 264 above.

† Printed at p. 266 above.

in writing shall in due course be deposited with the clerk to the guardians, to be preserved by him for a period of two years.

EXPLANATION OF TERMS.

Article 15.—

In this Order—

The expression “the guardians” means a board of guardians elected under the Poor Law Amendment Act, 1834,* and the Acts amending the same, and includes a board of guardians or other body of persons performing under any local Act the like functions to a board of guardians under the Poor Law Amendment Act, 1834 ;

The expression “scheduled regulations” means the regulations set forth in Part 1 of Schedule A. hereto, and includes any regulations which we may hereafter prescribe in addition thereto or in lieu thereof.

The expression “dietary tables,” unless the context otherwise requires, means the dietary tables adopted by the guardians in pursuance of the provisions of Article 2 of this Order and for the time being in force in any workhouse ;

The expression “list of rations” means the list of rations set forth in Part 2 of Schedule A. to this Order, and includes any list of rations which we may hereafter issue in addition thereto or in lieu thereof ;

The expression “ingredient table” means the table of ingredients of rations set forth in Part 3 of Schedule A. to this Order, and includes any table of ingredients of rations which we may hereafter issue in addition thereto or in lieu thereof.

Schedule A.

PART I.

REGULATIONS.

I. In accordance with Article 3 of this Order the inmates of the workhouse above the age of three years shall, for the purposes of dietary, be divided under the directions of the guardians into the classes hereinafter specified, and the guardians may from time to time direct the removal of any inmate from any one to any other of such classes in which such inmate can appropriately be placed.

Such classes shall be as follows :—

Class 1.—Men not employed in work. [Plain Diet.]

Class 1A.—Men employed in work. [Same diet as for Class 1, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

* 4 & 5 Will. c. 76.

Class 2.—Men not employed in work. [Infirm Diet.]

Class 2A.—Men employed in work. [Same diet as for Class 2, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 2B.—Feeble men. [Special Infirm Diet, with an additional daily meal, to be given at such times as the guardians may direct.]

Class 3.—Women not employed in work. [Plain Diet.]

Class 3A.—Women employed in work. [Same diet as for Class 3, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 4.—Women not employed in work. [Infirm Diet.]

Class 4A.—Women employed in work. [Same diet as for Class 4, with an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 4B.—Feeble women. [Special Infirm Diet, with an additional daily meal, to be given at such times as the guardians may direct.]

Class 5.—Children over three years of age and under eight. [With an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Class 6.—Children over eight years of age and under sixteen. [With an additional meal on week days only, to be given as lunch or at such times as the guardians may direct.]

Provided that any male inmate certified by the medical officer of the workhouse as a healthy able-bodied person shall be placed either in Class 1 or in Class 1A for purposes of diet.

Provided also, that no inmate shall be placed in Class 2B or 4B unless, in the opinion of the medical officer expressed in writing in the workhouse medical officer's report book, the inmate proposed to be placed in one of such classes is by reason of infirmity unable to consume the full amount of rations allotted to Class 2 or 4, as the case may be.

II. From the list of rations the guardians shall select for each of the classes enumerated in Regulation I., and in accordance with the instructions appended to the list of rations, a weekly rotation of meals, each meal consisting of one of the said rations for breakfast, dinner, or supper daily, or for the additional meal to be given as specified in Regulation I. in the cases of Classes 1A, 2A, 2B, 3A, 4A, 4B, 5, and 6; and the series of meals thus selected shall together form the dietary tables which may be adopted for use in the workhouse in pursuance of this Order.

III. The guardians shall select from the list of rations the alternative foods to be issued in the event of failure of the ordinary supply or in like emergency. If the master at any time issue such alternative foods, or any of them, he shall report the same in writing to the guardians at their next ordinary meeting.

IV. If the guardians so direct for all or any of the classes set forth in Regulation I. a definite portion of the allowance of bread prescribed by the list of rations shall be served in the first instance to each inmate, but each inmate shall be entitled to demand his or her full allowance of bread; and the total allowance of bread prescribed by the dietary table shall in all cases be sent into the dining-room for each class of inmates, and no portion of such total allowance shall be removed from the dining-room until after the conclusion of the meal for which it was issued, when the unserved bread shall be weighed or measured and returned into store forthwith and duly accounted for:

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Provided that each inmate certified as of unsound mind shall in any case receive the full ration of bread allotted to him or to her by the dietary table or the medical officer under Article VII. of this Order.

V.—(a.) In regard to the service of food to children—

The children shall be fed according to appetite, and it shall therefore not be requisite to weigh each ration to each individual child, but more or less than the quantity of food specified for such ration may be served to each child, at the discretion of the master or matron. The master or matron shall be satisfied and shall be directly responsible for securing that each child receives a sufficient amount of food at each meal ;

The total amount of food allowed by the dietary table shall be sent into the children's dining-room for each meal, and no portion of such total allowance shall be removed from the dining-room until after the conclusion of the meal for which it was issued, when any portion remaining unserved shall, if fit for future use, be weighed or measured and returned into store forthwith and duly accounted for ;

In framing their dietary table for children the guardians shall provide for the proper use of unserved food to supply the whole or part of a future meal on a day not later than that next following the day when such food was first issued.

(b.) Children under three years of age dieted by the medical officer in accordance with Article VI. of this Order shall form Class 7 for purposes of dietary.

VI. In regard to the service of food to the sick—

The total amount of food prescribed by the directions of the medical officer shall be sent to the several wards ;

In any infirmary or sick ward it shall be competent to the medical officer to authorise the nurse in charge to exercise such discretion in the service of the diet prescribed as he may consider desirable ;

When in the opinion of the medical officer the staff is sufficient, the food may be sent in bulk to the wards, and carved and distributed under the superintendence of the nurse in charge ;

Any food not served to the sick shall, if fit for future use, be weighed or measured and returned to store forthwith and duly accounted for ;

In framing the scales of dietary for the sick, the medical officer shall provide as far as possible for the proper use of unserved food to supply the whole or part of a future meal on a day not later than that next following the day when such food was first issued.

VII. The foods shall be prepared in accordance with the ingredient table.

Schedule

PART

List of

(i.) BREAKFAST

No.	MEN. CLASSES 1 AND 1A. (PLAIN DIET.)	No.	MEN. CLASSES 2 AND 2A. (INFIRM DIET.)	No.	WOMEN. CLASSES 3 AND 3A. (PLAIN DIET.)
	(WEEK DAYS ONLY.)				
1	Bread, 4 oz., Porridge, 1½ pints.	12	Bread, 8 oz., Margarine, ½ oz., Tea, 1 pint.	1	Bread, 4 oz., Porridge, 1 pint.
2	Bread, 6 oz., Gruel, 1½ pints.	13	Bread, 8 oz., Butter, ½ oz., Tea, 1 pint.	2	Bread, 6 oz., Gruel, 1 pint.
3	Bread, 8 oz., Broth, 1 pint, Cheese, 2 oz.	14	Bread, 8 oz., Margarine, ½ oz., Coffee, 1 pint.	3	Bread, 6 oz., Broth, 1 pint, Cheese, 2 oz.
4	Porridge, 1½ pints, Skim or Separated Milk, 1 pint.	15	Bread, 8 oz., Butter, ½ oz., Coffee, 1 pint.	4	Bread, 6 oz., Broth, 1 pint, Margarine, ½ oz.
5	Porridge, 1½ pints, Butter-milk, 1 pint.	16	Bread, 8 oz., Margarine, ½ oz., Cocoa, 1 pint.	5	Bread, 6 oz., Broth, 1 pint, Butter, ½ oz.
6	Porridge, 1½ pints, Milk, 1 pint.	17	Bread, 8 oz., Butter, ½ oz., Cocoa, 1 pint.	6	Porridge, 1 pint, Skim or Separated Milk, 1 pint.
7	Bread, 2 oz., Porridge, 1½ pints, Sugar, 1 oz., or Treacle, 1½ oz.	18	Plain Cake, 6 oz., Tea, 1 pint.	7	Porridge, 1 pint, Buttermilk, 1 pint.
8	Bread, 8 oz., Skim or Separated Milk, 1 pint.	19	Plain Cake, 6 oz., Coffee, 1 pint.	8	Porridge, 1 pint, Milk, 1 pint.
9	Bread, 8 oz., Buttermilk, 1 pint.	20	Plain Cake, 6 oz., Cocoa, 1 pint.	9	Bread, 2 oz., Porridge, 1 pint, Sugar, 1 oz., or Treacle, 1½ oz.
10	Bread, 8 oz., Milk, 1 pint.	21	Seed Cake, 6 oz., Tea, 1 pint.	10	Bread, 6 oz., Skim or Separated Milk, 1 pint.
11	Bread 8 oz., Rice Milk, 1 pint.	22	Seed Cake, 6 oz., Coffee, 1 pint.	11	Bread, 6 oz., Buttermilk, 1 pint.
	N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one weekday for Classes 1 and 1A.	23	Seed Cake, 6 oz., Cocoa, 1 pint.	12	Bread, 6 oz., Milk, 1 pint.
	(SUNDAYS ONLY.)	24	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Tea, 1 pint.	13	Bread, 6 oz., Rice Milk, 1 pint.
	A selection from rations Nos 12 to 17 inclusive, viz :—	25	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Coffee, 1 pint.	14	Bread, 6 oz., Margarine, ½ oz., Tea, 1 pint.
12	Bread, 8 oz., Margarine, ½ oz., Tea, 1 pint.	26	Bread, 8 oz., Treacle (or Syrup), 1½ oz., Cocoa, 1 pint.	15	Bread, 6 oz., Butter, ½ oz., Tea, 1 pint.
13	Bread, 8 oz., Butter, ½ oz., Tea, 1 pint.	27	Bread, 8 oz., Jam, 1½ oz., Tea, 1 pint.	16	Bread, 6 oz., Margarine, ½ oz., Coffee, 1 pint.
14	Bread, 8 oz., Margarine, ½ oz., Coffee, 1 pint.	28	Bread, 8 oz., Jam, 1½ oz., Coffee, 1 pint.	17	Bread, 6 oz., Butter, ½ oz., Coffee, 1 pint.
15	Bread, 8 oz., Butter, ½ oz., Coffee, 1 pint.	29	Bread, 8 oz., Jam, 1½ oz., Cocoa, 1 pint.	18	Bread, 6 oz., Margarine, ½ oz., Cocoa, 1 pint.
16	Bread, 8 oz., Margarine, ½ oz., Cocoa, 1 pint.	30	Bread, 8 oz., Marmalade, 1½ oz., Tea, 1 pint.	19	Bread, 6 oz., Butter, ½ oz., Cocoa, 1 pint.]
17	Bread, 8 oz., Butter, ½ oz., Cocoa, 1 pint.]	31	Bread, 8 oz., Marmalade, 1½ oz., Coffee, 1 pint.		N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one weekday for Classes 3 and 3A.
		32	Bread, 8 oz., Marmalade, 1½ oz., Cocoa, 1 pint.		On Sundays. — A selection from rations Nos. 14 to 19 inclusive.
			Or a selection from the preceding column, viz :— Rations Nos. 1 to 11.		
			MEN. CLASS 2B. [SPECIAL INFIRM DIET.]		
			Breakfast or Supper. } Rations. { A selection from those prescribed for 2 and 2A above, but with 2 oz. less Bread per Ration.		

(iii.) ADDITIONAL MEAL.—

No.	CLASS 1A.	No.	CLASS 2A.	No.	CLASS 3A.
1	Bread, 4 oz., Cheese, 1½ oz.	1	Bread, 4 oz., Cheese, 1½ oz.	1	Bread, 4 oz., Cheese, 1½ oz.
		2	" 4 oz., Butter, ½ oz.		
		3	" 4 oz., Margarine, ½ oz.		
		4	Plain Cake, 4 oz.,		
		5	Seed Cake, 4 oz.		

* and † Instruc-

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A.—continued.

II.

Rations for—

OR (ii.) SUPPER.

WOMEN. CLASSES 4 AND 4A. (INFIRM DIET.)		CHILDREN, 3 TO 8. CLASS 5.		CHILDREN, 8 TO 16. CLASS 6.	
No.		No.		No.	
14	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Tea, 1 pint.		One half at least of the 14 Breakfast and Supper Meals given weekly to consist of:—	1	Bread, 6 oz., Milk, $\frac{1}{2}$ pint.
15	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Tea, 1 pint.			2	Bread, 6 oz., Butter $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.
16	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Coffee, 1 pint.	1	Bread, 5 oz., Milk, $\frac{1}{2}$ pint. For the remainder, a selection from the following:—	3	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
17	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Coffee, 1 pint.			4	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.
18	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Cocoa, 1 pint.	2	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	5	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
19	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Cocoa, 1 pint.	3	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	6	Seed Cake, 6 oz., Tea (half Milk), $\frac{1}{2}$ pint.
20	Plain Cake, 4 oz., Tea, 1 pint.	4	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	7	Seed Cake, 6 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.
21	Plain Cake, 4 oz., Coffee, 1 pint.	5	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	8	Seed Cake, 6 oz., Milk, $\frac{1}{2}$ pint.
22	Plain Cake, 4 oz., Cocoa, 1 pint.	6	Seed Cake, 4 oz., Tea (half Milk), $\frac{1}{2}$ pint.	9	Plain Cake, 6 oz., Tea (half Milk), $\frac{1}{2}$ pint.
23	Seed Cake, 4 oz., Tea, 1 pint.	7	Seed Cake, 4 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	10	Plain Cake, 6 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.
24	Seed Cake, 4 oz., Coffee, 1 pint.	8	Seed Cake, 4 oz., Milk, $\frac{1}{2}$ pint.	11	Plain Cake, 6 oz., Milk, $\frac{1}{2}$ pint.
25	Seed Cake, 4 oz., Cocoa, 1 pint.	9	Plain Cake, 4 oz., Tea (half Milk), $\frac{1}{2}$ pint.	12	Bread, 3 oz., Milk, $\frac{1}{2}$ pint, Porridge, $\frac{1}{2}$ pint, Sugar, $\frac{1}{2}$ oz.
26	Bread, 6 oz. Treacle (or Syrup), $\frac{1}{2}$ oz., Tea, 1 pint.	10	Plain Cake, 4 oz., Cocoa (half Milk), $\frac{1}{2}$ pint.	13	Bread, 6 oz., Rice Milk, $\frac{1}{2}$ pint.
27	Bread, 6 oz. Treacle (or Syrup), $\frac{1}{2}$ oz., Coffee, 1 pint.	11	Plain Cake, 4 oz., Milk, $\frac{1}{2}$ pint.	14	Bread, 6 oz., Dripping, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
28	Bread, 6 oz. Treacle (or Syrup), $\frac{1}{2}$ oz., Cocoa, 1 pint.	12	Bread, 3 oz., Milk, $\frac{1}{2}$ pint, Porridge, $\frac{1}{2}$ pint, Sugar, $\frac{1}{2}$ oz.	15	Bread, 6 oz., Cold Boiled Bacon, 2 oz., Tea (half Milk), $\frac{1}{2}$ pint.
29	Bread, 6 oz., Jam, $\frac{1}{2}$ oz., Tea, 1 pint.	13	Bread, 5 oz., Rice Milk, $\frac{1}{2}$ pint.	16	Bread, 6 oz., Treacle or Syrup, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
30	Bread, 6 oz., Jam, $\frac{1}{2}$ oz., Coffee, 1 pint.	14	Bread, 5 oz., Dripping, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	17	Bread, 6 oz., Jam, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
31	Bread, 6 oz., Jam, $\frac{1}{2}$ oz., Cocoa, 1 pint.	15	Bread, 5 oz., Cold Boiled Bacon, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.	18	Bread, 6 oz., Marmalade, $\frac{1}{2}$ oz., Tea (half Milk), $\frac{1}{2}$ pint.
32	Bread, 6 oz., Marmalade, $\frac{1}{2}$ oz., Tea, 1 pint.	16	Bread, 5 oz., Treacle or Syrup, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	19	Bread, 6 oz., Cheese, $\frac{1}{2}$ oz., Broth, $\frac{1}{2}$ pint.
33	Bread, 6 oz., Marmalade, $\frac{1}{2}$ oz., Coffee, 1 pint.	17	Bread, 5 oz., Jam, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	20	Bread, 6 oz., Butter, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.
34	Bread, 6 oz., Marmalade, $\frac{1}{2}$ oz., Cocoa, 1 pint.	18	Bread, 5 oz., Marmalade, 1 oz., Tea (half Milk), $\frac{1}{2}$ pint.	21	Bread, 6 oz., Margarine, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.
Or a selection from the preceding column, viz:—		19	Bread, 5 oz., Cheese, $\frac{1}{2}$ oz., Broth, $\frac{1}{2}$ pint.	22	Bread, 6 oz., Treacle or Syrup, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.
Rations Nos. 1 to 13.		20	Bread, 5 oz., Butter, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.	23	Bread, 6 oz., Jam, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.
WOMEN.		21	Bread, 5 oz., Margarine, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.	24	Bread, 6 oz., Marmalade, $\frac{1}{2}$ oz., Buttermilk, $\frac{1}{2}$ pint.
CLASS 4B.		22	Bread, 6 oz., Treacle or Syrup, 1 oz., Buttermilk, $\frac{1}{2}$ pint.	25	Bread, 6 oz., 1 Egg, Tea (half Milk), $\frac{1}{2}$ pint.
[SPECIAL INFIRM DIET].		23	Bread, 5 oz., Jam, 1 oz., Buttermilk, $\frac{1}{2}$ pint.	N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one week day for Class 6.	
Breakfast or Supper.		24	Bread, 5 oz., Marmalade, 1 oz., Buttermilk, $\frac{1}{2}$ pint.		
Rations.		25	Bread, 5 oz., 1 Egg, Tea (half Milk), $\frac{1}{2}$ pint.		
A selection from those prescribed for 4 and 4A above, but with 3 oz. less Bread per ration.		N.B.—The rations are to be so selected that Breakfast and Supper shall not be alike on any one week day for Class 5.			

WEEK DAYS ONLY.

No.	CLASS 4A.	No.	CLASS 5.	No.	CLASS 6.
1	Bread, 4 oz., Cheese, $\frac{1}{2}$ oz.	1	Plain Cake, 3 oz.	1	Plain Cake, 3 oz.
2	" 4 oz., Butter, $\frac{1}{2}$ oz.	2	Seed Cake, 3 oz.	2	Seed Cake, 3 oz.
3	" 4 oz., Margarine, $\frac{1}{2}$ oz.	3	Bread, 3 oz., Butter, $\frac{1}{2}$ oz.	3	Bread, 3 oz., Butter, $\frac{1}{2}$ oz.
4	Plain Cake, 4 oz.	4	" 3 oz., Margarine, $\frac{1}{2}$ oz.	4	" 3 oz., Margarine, $\frac{1}{2}$ oz.
5	Seed Cake, 4 oz.	5	" 3 oz., Dripping, $\frac{1}{2}$ oz.	5	" 3 oz., Dripping, $\frac{1}{2}$ oz.
		6	Biscuit, 3 oz.	6	Biscuit, 3 oz.

SCHEDULE A., Part II.—*continued.*

List of Rations for

(iv.) DINNER.

No.	MEN. CLASSES 1 AND 1A. (PLAIN DIET.)
1	Beef, boiled, $4\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
2	" roast, $4\frac{1}{2}$ oz.; Bread, 4 oz.; Potatoes or other Vegetables 12 oz.
3	Mutton, boiled, $4\frac{1}{2}$ oz.; Bread, 4 oz.; Potatoes or other Vegetables 12 oz.
4	Pork, boiled, $4\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
5	Tinned Meat $4\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
6	Beef, boiled, $3\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz.; Suet Pudding or Dumpling 4 oz.
7	Mutton, boiled, $3\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz.; Suet Pudding or Dumpling 4 oz.
8	Pork, boiled, $3\frac{1}{2}$ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz.; Suet Pudding or Dumpling, 4 oz.
9	Beef, boiled, $4\frac{1}{2}$ oz.; Pease Pudding 12 oz.
10	Mutton, boiled, $4\frac{1}{2}$ oz.; Pease Pudding 12 oz.
11	Pork, boiled, $4\frac{1}{2}$ oz.; Pease Pudding 12 oz.
12	Bacon, boiled, 8 oz.; Pease Pudding 12 oz.
13	Beef, boiled, $4\frac{1}{2}$ oz.; Haricot Beans 12 oz.
14	Mutton, boiled, $4\frac{1}{2}$ oz.; Haricot Beans 12 oz.
15	Pork, boiled, $4\frac{1}{2}$ oz.; Haricot Beans, 12 oz.
16	Bacon, boiled, 8 oz.; Haricot Beans, 12 oz.
17	" boiled 8 oz.; Bread, 4 oz.; Potatoes or other Vegetables 12 oz.
18	Hashed Meat 6 oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
19	Fish (wet), boiled or steamed, 10 oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
20	Fish (dry), boiled or steamed, 10 oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz.
21	Fish (wet), fried, 10 oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz. (Sauce with boiled fish, $\frac{1}{2}$ gill per ration.)
22	Soup, Pea, $1\frac{1}{2}$ pint; Bread 6 oz.
23	" Lentil, $1\frac{1}{2}$ pint; Bread 6 oz.
24	" Haricot, $1\frac{1}{2}$ pint; Bread 6 oz.
25	" Barley, $1\frac{1}{2}$ pint; Bread, 6 oz.
26	Broth 1 pint; Bread 8 oz.; Cheese 3 oz.
27	" 1 pint; Bread 4 oz.; Cheese, 3 oz.; Suet Pudding, 8 oz.
28	Broth 1 pint; Bread 4 oz.; Cheese 3 oz.; Dumpling 8 oz.
29	Meat Stew or Sconce 1 pint; Bread 6 oz.
30	Irish Stew 1 pint; Bread 6 oz.
31	Hotch Potch Stew, 1 pint; Bread 6 oz.
32	Meat Pie 16 oz.
33	Potatoes Pie 16 oz.; Bread 4 oz.
34	Sea Pie, 16 oz.; Bread 4 oz.
35	Meat Pudding 16 oz.; Potatoes or other Vegetables 6 oz.
36	Suet Pudding 16 oz.
37	Potatoes with Milk 24 oz.; Bread 2 oz.; Buttermilk 1 pint.
38	" " 24 oz.; Bread, 2 oz.; Cheese 3 oz.
39	Coffee 1 pint; Bread 8 oz.; Cheese 8 oz.

* See Instructions, page 286.

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SCHEDULE A., Part II.—continued.

List of Rations for—

(iv.) DINNER.

No.	MEN. CLASSES 2 AND 2A. (INFIRM DIET.)
<p>A selection from Rations Nos. 1-39 in the preceding column, or from the following :—</p> <p>40 Mutton, roast, 4½ oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz. 41 Pork, roast, 4½ oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz. 42 Collops 5 oz.; Bread 4 oz.; Potatoes or other Vegetables 12 oz. 43 Savoury Mince ½ pint; Bread 4 oz.; Potatoes or other Vegetables 12 oz. 44 Soup, Bouillon (Beef-broth), 1 pint; Bread 6 oz. 45 Fish Pie 16 oz.; Bread 4 oz. 46 Egg 1; Bread 8 oz.; Butter ½ oz.; Coffee 1 pint. 47 " 1; Bread 8 oz.; Margarine ½ oz.; Coffee 1 pint. 48 " 1; Bread 8 oz.; Butter ½ oz.; Cocoa 1 pint. 49 " 1; Bread 8 oz.; Margarine ½ oz.; Cocoa 1 pint. 50 Beef, boiled, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 51 Beef, roast, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 52 Mutton, boiled, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 53 Mutton, roast, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 54 Pork, boiled, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 55 Pork, roast, 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 56 Tinned Meat 2½ oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 57 Hashed Meat 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 58 Savoury Mince ½ pint; Bread 4 oz.; Potatoes or other Vegetables 6 oz. 59 Soup, Pea, 1 pint; Bread 4 oz. } WINTER 60 " Lentil, 1 pint; Bread 4 oz. } ONLY. 61 " Haricot, 1 pint; Bread 4 oz. } 62 " Barley, 1 pint; Bread 4 oz. } SUMMER 63 " Bouillon, 1 pint; Bread 4 oz. } ONLY.</p>	<p>Each of the foregoing (Nos. 50-63 inclusive) with one of the following Puddings, &c. (a) to (m), as selected by the Guardians to form one ration. & Note.—Not to be given with Nos. 59 to 63 (Soups).</p> <p>(a) Suet Pudding 4 oz. (b) Roly-poly Pudding 4 oz. (c) Golden Pudding 4 oz. (d) Dry Fruit Pudding 4 oz. (e) Bread Pudding 4 oz. (f) Batter Pudding 4 oz. (g) Dumpling 4 oz. (h) Fresh Fruit Pudding 6 oz. (i) Rice Pudding 6 oz. (j) Sago Pudding 8 oz. (k) Semolina Pudding 8 oz. (l) Rice Milk ½ pint. (m) Skim or Separated Milk, or Buttermilk, ½ pint.</p>
	<p>MEN. CLASS 2B.</p> <p>A selection from the dinner rations Nos. 1 to 63 prescribed above, but with the following reductions :—</p> <p>½ oz. off all "Roast or Boiled Meat" rations except Bacon. ½ pint " "Soups" and "Stews" rations. ½ lb. " "Meat Pie," "Fish Pie," and "Meat Puddings." 3 oz. " "Fish" rations. 1 oz. " "Cheese" rations.</p> <p>And all rations of "Potatoes or other Vegetables" and of "Pease Pudding" or "Haricot Beans" to be uniformly 4 oz. per ration.</p> <p>In addition to Dinner, Supper, and Breakfast, each inmate of Class 2B shall receive at such time daily, as the Guardians may fix, a meal selected from the following :—</p> <p>Milk ½ pint, Bread 2 oz. Bouillon ½ pint, " " Rice Pudding ½ lb. " Sago " Semolina " Bread " Cocoa ½ pint, Bread 2 oz. *Broth " *Gruel " Sugar 1 oz. Rice Milk ½ pint, Bread 2 oz.</p>

* See Instructions, page 286.

SCHEDULE A., Part II.—*continued.*

List of Rations for—

(iv.) DINNER—*continued.*

No.	WOMEN.	
	CLASSES 3 AND 3A. (PLAIN DIET.)	
1	Beef, boiled, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
2	" roast, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
3	Mutton, boiled, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
4	Pork, boiled, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
5	Tinned Meat 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
6	Beef, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz.; Suet Pudding or Dumpling 4 oz.	
7	Mutton, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz.; Suet Pudding or Dumpling 4 oz.	
8	Pork, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz.; Suet Pudding or Dumpling 4 oz.	
9	Beef, boiled, 4 oz.; Pease Pudding 8 oz.	} WINTER ONLY.
10	Mutton, boiled, 4 oz.; Pease Pudding 8 oz.	
11	Pork, boiled, 4 oz.; Pease Pudding 8 oz.	
12	Bacon, boiled, 3 oz.; Pease Pudding 8 oz.	
13	Beef, boiled, 4 oz.; Haricot Beans 8 oz.	
14	Mutton, boiled, 4 oz.; Haricot Beans 8 oz.	
15	Pork, boiled, 4 oz.; Haricot Beans 8 oz.	
16	Bacon, boiled, 3 oz.; Haricot Beans 8 oz.	
17	" " 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
18	Hashed Meat 5 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
19	Fish (wet), boiled or steamed, 8 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
20	Fish (dry), boiled or steamed, 8 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz.	
21	Fish (wet), fried, 8 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz. (Sauce with boiled fish, $\frac{1}{2}$ gill per ration.)	
22	Soup, Pea, 1 pint; Bread 4 oz.	} WINTER ONLY.
23	" Lentil, 1 pint; Bread 4 oz.	
24	" Haricot, 1 pint; Bread 4 oz.	} SUMMER ONLY.
25	" Barley 1 pint; Bread 4 oz.	
26	Broth, 1 pint; Bread 6 oz.; Cheese 3 oz.	
27	" 1 pint; Bread 4 oz.; Cheese 3 oz.; Suet Pudding 8 oz.	
28	" 1 pint; Bread 4 oz.; Cheese 3 oz.; Dumpling 6 oz.	
29	Meat Stew or Souce 1 pint; Bread 4 oz.	
30	Irish Stew 1 pint; Bread 4 oz.	
31	Hotch Potch Stew 1 pint; Bread 4 oz.	
32	Meat Pie 14 oz.	
33	Potato Pie 14 oz.; Bread 4 oz.	
34	Sea Pie 14 oz.; Bread 4 oz.	
35	Meat Pudding 14 oz.; Potatoes or other Vegetables 6 oz.	
36	Suet Pudding 16 oz.	
37	Potatoes with Milk 20 oz.; Bread 3 oz.; Buttermilk 1 pint.	
38	" " 20 oz.; Bread 3 oz.; Cheese $1\frac{1}{2}$ oz.	
39	Coffee 1 pint; Bread 6 oz.; Cheese 2 oz.	

* See Instructions, page 286.

SCHEDULE A., Part II.—*continued.*

List of Rations for—

(iv.) DINNER—*continued.*

No.	WOMEN. CLASSES 4 AND 4A. (INFIRM DIET.)
<p>40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63</p>	<p>A selection from Rations Nos. 1-39 in the preceding column, or from the following :—</p> <p>Mutton, roast, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz. Pork, roast, 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz. Collops 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 8 oz. Savoury Mince $\frac{1}{2}$ pint; Bread 4 oz.; Potatoes or other Vegetables 8 oz. Soup, Bouillon (Beef-broth), 1 pint; Bread 6 oz. Fish Pie 14 oz.; Bread 4 oz. Egg 1; Bread 6 oz.; Butter $\frac{1}{2}$ oz.; Coffee 1 pint. " 1; Bread 6 oz.; Margarine $\frac{1}{2}$ oz.; Coffee 1 pint. " 1; Bread 6 oz.; Butter $\frac{1}{2}$ oz.; Cocoa 1 pint. " 1; Bread 6 oz.; Margarine $\frac{1}{2}$ oz.; Cocoa 1 pint. Beef, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Beef, roast, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Mutton, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Mutton, roast, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Pork, boiled, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Pork, roast, 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Tinned Meat 3 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Hashed Meat 4 oz.; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Savoury Mince $\frac{1}{2}$ pint; Bread 4 oz.; Potatoes or other Vegetables 4 oz. Soup, Pea, $\frac{1}{2}$ pint; Bread 4 oz. " Lentil, $\frac{1}{2}$ pint; Bread 4 oz. " Haricot, $\frac{1}{2}$ pint; Bread 4 oz. " Barley, $\frac{1}{2}$ pint; Bread 4 oz. " Bouillon, $\frac{1}{2}$ pint; Bread 4 oz.</p> <p>(a.) Suet Pudding 4 oz. (b.) Roly-poly Pudding 4 oz. (c.) Golden Pudding 4 oz. (d.) Dry Fruit Pudding 4 oz. (e.) Bread Pudding 4 oz. (f.) Batter Pudding 4 oz. (g.) Dumpling 4 oz. (h.) Fresh Fruit Pudding 6 oz. (i.) Rice Pudding 8 oz. (j.) Sago Pudding 8 oz. (k.) Semolina Pudding 8 oz. (l.) Rice Milk $\frac{1}{2}$ pint. (m.) Skim or Separated Milk or Buttermilk $\frac{1}{2}$ pint.</p> <p>Each of the foregoing (Nos. 50-63 inclusive) with one of the following Puddings (a) to (m), as selected by the Guardians, to form one ration. * Note.—Not to be given with Nos. 59 to 63 (Soups).</p> <p>WINTER ONLY. SUMMER ONLY. ONLY.</p>
	<p>WOMEN, CLASS 4B.</p> <p>A selection from the dinner rations (Nos. 1 to 63) prescribed above, but with the following reductions :—</p> <p>$\frac{1}{2}$ oz. of all "Roast or Boiled Meat" rations, except Bacon. $\frac{1}{2}$ pint "Soups" and "Stews" rations. 1 lb. "Meat Pie," "Fish Pie," and "Meat Puddings." $\frac{1}{2}$ oz. "Fish" rations. 1 oz. "Cheese" rations.</p> <p>And all rations of "Potatoes or other Vegetables" and of "Pease Pudding" or "Haricot Beans" to be uniformly 4 oz. per ration.</p> <p>In addition to Dinner, Supper, and Breakfast, each inmate of Class 4B shall receive at such time daily, as the Guardians may fix, a meal selected from the following :—</p> <p>Milk $\frac{1}{2}$ pint; Bread 2 oz. Bouillon $\frac{1}{2}$ pint; Bread 3 oz. Rice Pudding $\frac{1}{2}$ lb. Sago " Semolina Pudding $\frac{1}{2}$ lb. Bread Cocoa $\frac{1}{2}$ pint; Bread 3 oz. Broth * Gruel $\frac{1}{2}$ pint; Sugar 1 oz. Rice Milk $\frac{1}{2}$ pint; Bread 2 oz.</p>

* See Instructions, page 286.

SCHEDULE A., Part II.—*continued.*

List of Rations for—

(iv.) DINNER—*continued.*

No.	CHILDREN, 3 to 8. CLASS 5.
Not fewer than three of the seven dinner meals per week to be selected from the following rations, viz., Nos. 1 to 16 inclusive, for children aged 3 to 8 years :—	
1	Beef, boiled, 1½ oz.; Potatoes or other Vegetables 4 oz.
2	Beef, roast, 1½ oz.; Potatoes or other Vegetables 4 oz.
3	Mutton, boiled, 1½ oz.; Potatoes or other Vegetables 4 oz.
4	Mutton, roast, 1½ oz.; Potatoes or other Vegetables 4 oz.
5	Pork, boiled, 1½ oz.; Potatoes or other Vegetables 4 oz.
6	Pork, roast, 1½ oz.; Potatoes or other Vegetables 4 oz.
7	Tinned Meat 1½ oz.; Potatoes or other Vegetables 4 oz.
8	Bacon, boiled, 1 oz.; Potatoes or other Vegetables 4 oz.
9	Hashed Meat 2 oz.; Potatoes or other Vegetables 4 oz.
10	Savoury Mince 1 gill; Potatoes or other Vegetables 4 oz.
11	Soup, Pea, 1 gill; Bread 3 oz.
12	" Lentil, 1 gill; Bread 3 oz.
13	" Haricot, 1 gill; Bread 3 oz.
14	" Barley, 1 gill; Bread 3 oz.
15	" Bouillon, 1 gill; Bread 3 oz.
16	Milk ½ pint; Bread 3 oz.
17	Beef, boiled, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
18	" roast, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
19	Mutton, boiled, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
20	" roast, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
21	Pork, boiled, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
22	" roast, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
23	Tinned Meat, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
24	Bacon, boiled, 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
25	Collops 2 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
26	Hashed Meat 3 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
27	Savoury Mince 1 gill; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
28	Fish (wet), boiled or steamed, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
29	" (dry), boiled or steamed, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz.
30	" (wet), fried, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 6 oz. (Sauce with boiled fish ½ gill per ration.)
31	Soup, Pea, ½ pint; Bread 4 oz.
32	" Lentil, ½ pint; Bread 4 oz.
33	" Haricot, ½ pint; Bread 4 oz.
34	" Barley, ½ pint; Bread 4 oz.
35	" Bouillon, ½ pint; Bread 4 oz.
36	Broth ½ pint; Bread 4 oz.; Cheese 1 oz.
37	" ½ pint; Bread 3 oz.; Cheese ½ oz.; Suet Pudding 4 oz.
38	" ½ pint; Bread 3 oz.; Cheese ½ oz.; Dumpling 4 oz.
39	Meat Stew or Scouse ½ pint; Bread 2 oz.
40	Irish Stew ½ pint; Bread 2 oz.
41	Hotch Pot Stew ½ pint; Bread 2 oz.
42	Meat Pie 8 oz.
43	Potato Pie 8 oz.; Bread 2 oz.
44	Fish Pie 8 oz.; Bread 2 oz.
45	Sea Pie 8 oz.; Bread 2 oz.
46	Pasties 8 oz.
47	Meat Pudding 8 oz.; Potatoes or other Vegetables 4 oz.
48	Potatoes with Milk 12 oz.; Bread 3 oz.; Buttermilk ½ pint.
49	" 12 oz.; Bread 3 oz.; Cheese ½ oz.
50	Egg 1; Bread 4 oz.; Butter ½ oz.; Cocoa (half milk) ½ pint.
51	" 1; Bread 4 oz.; Margarine ½ oz.; Cocoa (half milk) ½ pint.
52	Cocoa (half milk) ½ pint; Bread 4 oz.; Cheese 1 oz.

Each of the foregoing (Nos. 1 to 16 inclusive) with one of the following puddings, &c. (a.) to (m.), as selected by the Guardians, to form one ration.
 * Not to be given with Nos. 11 to 16 (Soups, Broths, or Milk).

- (a.) Suet Pudding 4 oz.
 (b.) Roley-Poley Pudding 4 oz.
 (c.) Golden Pudding 4 oz.
 (d.) Dry Fruit Pudding 4 oz.
 (e.) Bread Pudding 4 oz.
 (f.) Batter Pudding 4 oz.
 (g.) Dumpling 4 oz.
 (h.) Fresh Fruit Pudding 6 oz.
 (i.) Rice Pudding 6 oz.
 (j.) Sago Pudding 8 oz.
 (k.) Semolina Pudding 8 oz.
 (l.) Rice Milk ½ pint.
 (m.) Skim or Separated Milk or Buttermilk ½ pint.

SCHEDULE A., PART II.—*continued.*

List of Rations for—

(iv.) DINNER—*continued.*

No.	CHILDREN, 8 to 16. CLASS 6.
1	Beef, boiled, 2½ oz.; Bread, 2 oz.; Potatoes or other Vegetables 6 oz.
2	Beef, roast, 2½ oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
3	Mutton, boiled, 2½ oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
4	Mutton, roast, 2½ oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
5	Pork, boiled, 2½ oz.; Bread 2 oz.; Potatoes or other vegetables 6 oz.
6	Pork, roast, 2½ oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
7	Tinned meat 2½ oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
8	Bacon, boiled, 2 oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
9	Hashed Meat 3 oz.; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
10	Savoury Mince ½ pint; Bread 2 oz.; Potatoes or other Vegetables 6 oz.
11	Soup, Pea ½ pint; Bread 3 oz.
12	" Lentil, ½ pint; Bread 3 oz.
13	" Haricot, ½ pint; Bread 3 oz.
14	" Barley, ½ pint; Bread 3 oz.
15	" Bouillon, ½ pint; Bread 3 oz.
16	Milk ½ pint; Bread 3 oz.
17	Beef, boiled, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
18	" roast, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
19	Mutton, boiled, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
20	" roast, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
21	Pork, boiled, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
22	" roast, 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
23	Tinned Meat 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
24	Bacon, boiled, 3 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
25	Collops 4 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
26	Hashed Meat 5 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
27	Savoury mince 1 pint; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
28	Fish (wet), boiled or steamed, 8 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
29	Fish (dry), boiled or steamed, 8 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
30	Fish (wet), fried, 8 oz.; Bread 3 oz.; Potatoes or other Vegetables 8 oz.
31	Soup, Pea, ½ pint; Bread 6 oz.
32	" Lentil, ½ pint; Bread 6 oz.
33	" Haricot, ½ pint; Bread 6 oz.
34	" Barley, ½ pint; Bread 6 oz.
35	" Bouillon, ½ pint; Bread 6 oz.
36	Broth ½ pint; Bread 6 oz.; Cheese 2 oz.
37	" " " 2 " " 1½ oz.; Suet Pudding 6 oz.
38	" " " 2 " " 1½ oz.; Dumpling 6 oz.
39	Meat Stew or Souce, ½ pint; Bread 4 oz.
40	Irish Stew ½ pint; Bread 4 oz.
41	Hotch Pot Stew ½ pint; Bread 4 oz.
42	Meat Pie, 14 oz.
43	Potato Pie 12 oz.; Bread 3 oz.
44	Fish Pie 12 oz.; Bread 3 oz.
45	Sea Pie 12 oz.; Bread 3 oz.
46	Pasties 12 oz.
47	Meat Pudding 11 oz.; Potatoes or other Vegetables 4 oz.
48	Suet Pudding 12 oz.
49	Potatoes, with Milk, 16 oz.; Bread 2 oz.; Buttermilk 1 pint.
50	" " " 16 " " 2 oz.; Cheese 1½ oz.
51	Egg 1; Bread 6 oz.; Butter ½ oz.; Coffee (half-milk) ½ pint.
52	" 1; " 6 oz.; Margarine ½ oz.; Coffee (Half-milk) ½ pint.
53	" 1; " 6 oz.; Butter ½ oz.; Cocoa (half-milk) ½ pint.
54	" 1; " 6 oz.; Margarine ½ oz.; Cocoa (half-milk) ½ pint.
55	Cocoa (half-milk) ½ pint; Bread 6 oz.; Cheese 2 oz.

Each of the foregoing (Nos. 1 to 16 inclusive) with one of the following Puddings, &c. (a) to (m) as selected by the Guardians, to form one ration.
 † Not to be given with Nos. 11 to 16 (Soups, Broth or Milk).

- (a) Suet Pudding 4 oz.
- (b) Roley-Poley Pudding 4 oz.
- (c) Golden Pudding 4 oz.
- (d) Dry Fruit Pudding 4 oz.
- (e) Bread Pudding 4 oz.
- (f) Batter Pudding 4 oz.
- (g) Dumpling 4 oz.
- (h) Fresh Fruit Pudding 6 oz.
- (i) Rice Pudding 8 oz.
- (j) Sago Pudding 8 oz.
- (k) Semolina Pudding 8 oz.
- ‡ (l) Rice Milk ½ pint.
- § (m) Skim or Separated Milk or Butter-milk ½ pint.

* See Instructions, page 286.

Instructions Appended to List of Rations.

1. The prescribed weights of the cooked food are in all cases those of the cooked product, and, except as regards fish, are to be served free from bone.

2. Not fewer than two boiled or roast meat dinners (beef, or mutton, or pork, in suitable rotation) shall be given weekly to inmates of Classes 1 1A, 3, and 3A; and not fewer than three such dinners weekly to inmates of Classes 2, 2A, 2B, 4, 4A, 4B, 5, and 6 respectively.

3. The selection of rations shall be such that with the exception of boiled or roast beef meals no two dinners shall be alike in the same week for any one class.

4. The boiled or roast meat rations may be minced and served hot with gravy to inmates of Classes 2, 2A, 2B, 4, 4A, or 4B, who may be unable to masticate their food without difficulty; and, at the discretion of the matron, to any of the children.

5. Boiled or roast meat may be served cold if the guardians so direct.

6. When the guardians so direct an equal weight of plain boiled rice may be substituted for one-half of the allowance of potatoes or other vegetables prescribed with boiled or roast meat rations.

7. Not more than one meal weekly to be selected from rations, or a group of rations, marked *.

8. Not more than two meals weekly to be selected from rations, or a group of rations, marked †.

9. In the List of Rations and the Ingredient Table the word *milk*, unqualified, means *new milk, whole unskimmed and undiluted*.

Seasonal Variations and Additions.

10. During the half-year ending Michaelmas an allowance of not exceeding one pint per head weekly of stewed rhubarb, of stewed fruit in season at reasonable cost, or in lieu thereof 2 oz. onion per head weekly may be added to such of the dinner-rations as the guardians may direct for any class, and watercress (two bunches per head weekly) or lettuce (4 oz per head weekly) or onion (2 oz., per head weekly), when in season, may, if the guardians so direct, be added to the breakfast or supper rations of Classes 2, 2A, 2B, 4, 4A, 4B, 5, and 6.

11. During the half-year ending Lady Day not less than two-thirds of the aggregate weekly allowance of potatoes or other vegetables shall consist of potatoes; and during the half-year ending Michaelmas not less than one-third or exceeding one-half shall consist of cabbage or other green vegetables in season at reasonable cost.

Schedule A.—continued.

PART III.

Ingredient Table.

Food.	Weight or Measure (Imperial) of Product.	Ingredients.
Batter Pudding	Per lb.	8 oz. Flour; 1½ gill Milk; ½ oz. Fat; ½ oz. Baking Powder; Pepper and Salt to taste; Water a sufficiency.
Batter for frying fish	—	4 oz. Flour; ½ oz. Fat; Salt to taste; Water a sufficiency. For two pounds of fish.
Beans, haricot	lb.	8 oz. Haricot Beans; ½ oz. Fat; Pepper and Salt to taste; Water a sufficiency.
Bouillon (Beef Broth)	pint	5 oz. Raw Beef, free from bone; 5 oz. mixed Vegetables; Pepper and Salt to taste; Herbs; Water a sufficiency.
Bread pudding, steamed	lb.	4 oz. Bread; 1 oz. Sugar; 1 oz. Fat; 1 oz. Currants or Raisins; ½ pint Milk; Mixed Spice to taste. (Ingredients as above; product ½ lb.)
" " baked	—	
Broth, or stock	pint	1½ oz. Bones; ½ oz. Fresh Vegetables; Salt, Pepper, and Herbs to taste; Meat liquor or Water a sufficiency.
Broth, vegetable	pint	2 oz. Fresh Vegetables; ½ oz. Dripping; 1 pint Meat liquor; Salt and Pepper to taste.
Cake, plain	lb.	7½ oz. Flour; 3 oz. Sugar; 5 oz. Dripping; 1 oz. Currants; ½ gill Milk; Salt to taste; ½ oz. Baking Powder; Water a sufficiency.
" seed	lb.	13 oz. Bread Dough; 2 oz. Sugar; 2 oz. Dripping; ½ oz. Caraway Seeds.
Cocoa (Adults)	pint	½ oz. Cocoa; 1½ oz. Sugar; 3 fl. oz. Milk; Water a sufficiency.
" (Children)	pint	½ oz. Cocoa; 1½ oz. Sugar; ½ pint Milk; Water a sufficiency.
Coffee (Adults)	pint	1½ oz. Coffee (50 per cent. Chicory); ½ oz. Sugar; 3 fl. oz. Milk; Water a sufficiency.
" (Children)	pint	1½ oz. Coffee (50 per cent. Chicory); ½ oz. Sugar; ½ pint Milk; Water a sufficiency.
Collops, minced	lb.	16 oz. Raw Beef, free from bone; ½ oz. Onion; Water a sufficiency.
Dumplings	lb.	11 oz. Bread Dough.
Fish pie	lb.	5½ oz. Fish, free from skin and bone; ½ oz. Fat; 8 oz. Potatoes (cooked and mashed); 1 gill White Sauce; Salt and Pepper to taste.
Fish sauces (white sauce)	pint	1 oz. Dripping; ½ pint Milk; 1½ oz. Flour; Salt and Vinegar to taste; Water or Fish liquor a sufficiency.
Fruit pudding, dry	lb.	7 oz. Flour; 2 oz. Fat; 2 oz. Figs or Raisins or Currants; Salt to taste; Water a sufficiency.
" " fresh	lb.	5 oz. Flour; 1½ oz. Fat; 6 oz. Fruit in Season; 1 oz. Sugar; Baking Powder, Salt and Water a sufficiency.
Fruit, stewed	pint	16 oz. Fruit in Season; 3 oz. Sugar; Water a sufficiency.
Golden pudding	lb.	6 oz. Flour; 5 oz. Fat; 4 oz. Treacle; ½ gill Milk; 1 teaspoonful Ground Ginger; Carbonate of Soda and Water a sufficiency.
Gruel	pint	2 oz. Oatmeal; ½ oz. Treacle; Water and Salt a sufficiency; Allspice to be used occasionally.
Hotch Potch stew	pint	5 oz. Raw Beef, free from bone; ½ oz. Flour; ½ oz. Peas; ½ oz. Scotch Barley; 4 oz. Carrots or Turnips; 4 oz. Cabbage; 1 oz. Onion; Pepper, Salt, and Herbs to taste; Stock or Water a sufficiency.
Fish stew	pint	5 oz. Raw Meat, free from bone, or 10 oz. Neck of Mutton cut two ribs up, or Breast of Mutton; 1 oz. Onion; 13 oz. Potatoes; Pepper and Salt to taste; Water a sufficiency.
Meat, hashed	lb.	12 oz. Cooked or Tinned Meat, free from bone; 2 oz. Onion; 1 oz. Flour; 1 oz. Fat; Pepper and Salt to taste; Water a sufficiency.

Schedule A.—continued.

PART III.—continued.

Ingredient Table—continued.

Food.	Weight or Measure (Imperial) of Product.	Ingredients.
Meat pie	Per lb.	5 oz. Raw Beef, free from bone; 5 oz. Flour; 4 oz. Potatoes; 1½ oz. Fat; Salt and Pepper to taste; Water a sufficiency.
Meat pudding	lb.	5 oz. Raw Beef, free from bone; 3 oz. Beef Suet; 5 oz. Flour; Seasoning to taste; Water a sufficiency.
Meat stew (or souce)	pint	5 oz. Raw Beef, free from bone; 1 oz. Flour; ½ oz. Fat; 4 oz. Potatoes; 4 oz. Carrots and Turnips; ½ oz. Onion; Pepper and Salt to taste; Water a sufficiency.
Pasties	lb.	4 oz. Meat, free from bone, raw or cooked; 7 oz. Flour; ½ oz. Onion; 3 oz. Potatoes; 2 oz. Dripping; Salt and Pepper to taste; Water a sufficiency.
Pease pudding	lb.	3 oz. Split Peas; ½ oz. Fat; Salt; Water or Meat Liquor a sufficiency.
Potato pie	lb.	5 oz. Raw Beef, free from bone; 1 oz. Fat; 8 oz. Potatoes; 1 oz. Flour; ½ oz. Onion; ½ gill Meat Liquor; Pepper and Salt to taste.
Potatoes with milk	lb.	10 oz. Boiled Potatoes; 1 oz. Fat; 1 oz. Flour; 1 gill Milk; Salt to taste.
Porridge	pint	4 oz. Oatmeal; Water and Salt.
Rice pudding	lb.	3 oz. Rice; ½ oz. Sugar; ½ oz. Fat; ½ pint Milk; Water and Salt a sufficiency.
Rice milk	pint	1 oz. Rice; ½ oz. Sugar; ½ oz. Fat; 1 pint Milk; Salt a sufficiency.
Rice (plain boiled)	lb.	3 oz. Rice; Water and Salt a sufficiency.
Roley-poley pudding	lb.	8 oz. Flour; 3 oz. Suet (Beef); 1½ oz. Jam or 2 oz. Treacle; Baking Powder, Salt, and Water a sufficiency.
Sago or semolina pudding	lb.	3 oz. Sago or Semolina; ½ oz. Sugar; ½ oz. Fat; ½ pint Milk; Water and Salt a sufficiency.
Savoury mince	pint	8 oz. Cooked Meat or 10 oz. Raw Meat, free from bone; 1 oz. Onion; 2 oz. Bread; 1 oz. Dripping; ½ pint Meat Liquor; Salt and Pepper to taste.
Sea pie	lb.	5 oz. Raw Beef, free from bone; ½ oz. Fat; 5 oz. Carrots, Onions, and Turnips; ½ oz. Flour; Water a sufficiency; Pepper and Salt to taste. FOR CRUST.—3 oz. Flour; 2 oz. Fat; Water a sufficiency.
Shepherd's pie	lb.	4 oz. Cold Meat, free from bone; ½ oz. Fat; 12 oz. Cold Potatoes; ½ oz. Onion; ½ gill Gravy or Stock; Pepper and Salt to taste.
Soup, barley	pint	3 oz. Raw Beef, free from Bone; 3 oz. Bones; 1 oz. Scotch Barley; ½ oz. Oatmeal; 1 oz. Vegetables; Salt, Pepper, and Herbs to taste; Water a sufficiency.
„ haricot	pint	3 oz. Raw Beef, free from bone; 3 oz. Bones; 1 oz. Haricot Beans; 1 oz. Vegetables; ½ oz. Flour; ½ oz. Dripping; Salt, Pepper, and Herbs to taste; Water a sufficiency.
„ lentil	pint	3 oz. Raw Beef, free from bone; 3 oz. Bones; 2 oz. Lentils; ½ oz. Oatmeal; 1 oz. Vegetables; Salt, Pepper, and Herbs to taste; Water a sufficiency.
„ pea	pint	3 oz. Raw Beef, free from bone; 3 oz. Bones; 2 oz. Split Peas; ½ oz. Oatmeal; 1 oz. Vegetables; Salt, Pepper, and Herbs to taste; Water a sufficiency.
Suet pudding	lb.	8 oz. Flour; 3 oz. Suet (Beef); Salt to taste; Water a sufficiency.
Tea (Adults)	pint	½ oz. Tea; ½ oz. Sugar; 2 fl. oz. Milk; Water a sufficiency.
„ (Children)	pint	½ oz. Tea; ½ oz. Sugar; ½ pint Milk; Water a sufficiency.

SCHEDULE B.

FORM A.

Schedule
FORM

At a MEETING of the BOARD OF GUARDIANS of the UNION, held with the requirements of the Workhouse Regulation (Dietaries and Accounts) Order, Sexes hereunder described, in the Workhouse of this Union, be adopted for the Quarter

Dietary for Classes 1 and 1A.—Men. (Plain Diet).										Dietary (Infirm)	
	Break-fast.		Lunch.	Dinner.				Supper.	Break-fast.	Lunch.	
			Class 1A only.							Class 1A only.	
Sunday - -											
Monday - -											
Tuesday - -											
Wednesday - -											
Thursday - -											
Friday - -											
Saturday - -											
Dietary for Classes 2 and 2A.—Women. (Plain Diet).										Dietary (Infirm)	
	Break-fast.		Lunch.	Dinner.				Supper.	Break-fast.	Lunch.	
			Class 2A only.							Class 2A only.	
Sunday - -											
Monday - -											
Tuesday - -											
Wednesday - -											
Thursday - -											
Friday - -											
Saturday - -											
Dietary for Class 3.—Children (3 to 8).										Dietary	
	Break-fast.		Lunch.	Dinner.				Supper.	Break-fast.	Lunch.	
Sunday - -											
Monday - -											
Tuesday - -											
Wednesday - -											
Thursday - -											
Friday - -											
Saturday - -											

I HEREBY CERTIFY that the requirements of the Workhouse Regulation (Dietaries and Accounts) Order, 1900, have been duly complied with.

Presiding Chairman.

Schedule B.—continued.

Form B.

DIETARY FOR SICK INMATES.									
No. (Full or Varied Diet).					No. 9 (Middle Diet).			No. 10 (Low Diet).	No. 11 ()
Meal.	Breakfast.		Dinner.		Supper.	Break- fast.	Dinner.	Supper.	
	Oz.	Pts.	Oz.	Pts.					
Sunday	Males								
	Females								
Monday	Males								
	Females								
Tuesday	Males								
	Females								
Wednesday	Males								
	Females								
Thursday	Males								
	Females								
Friday	Males								
	Females								
Saturday	Males								
	Females								

* The Medical Officer may introduce any additional number of Dietaries numbered consecutively, and some of the Dietaries may, so far as the Medical Officer thinks fit, be reproductions of those included in the Dietary Tables for the classes of ordinary inmates, but such Dietaries if introduced shall be re-numbered according to their position in the Table of Sick Diets.

M.B.—All extras to be expressly ordered when required, and the quantity specified on the Bed Card. The prescribed weights of cooked food are in all cases to be of the cooked product, and, except as regards chops, fish, and the like, are to be free from bone.

Signature of Medical Officer

Date.

Workhouse Regulations (Dietaries and Accounts). 293

Schedule B.—continued.

FORM C.

Form No. .

(Counterfoil.)

Union,

INFIRMARY WARD.

No. Ward, day of
, 19 Hour .

Supplemental Requisition to the
Master of the Workhouse.

Name of Pauper.	Diet or Extra.

Nurse in Charge.

Superintendent Nurse.

Initials of Medical Officer.

Form No. .

(Statim Requisition.)

Union.

INFIRMARY WARD.

No. Ward day of,
, 19 Hour .

To the Master of the Workhouse.
Please to supply the under-men-
tioned Diets or Extras which are
urgently required.

Name of Pauper.	Diet or Extra.

(Signed)

Nurse in charge.

Superintendent Nurse.

Schedule B.—continued.

FORM D.

Form No. _____

Union. _____

ALTERNATIVE RATION issued in lieu of dinner ration in pursuance of
Article 5 of the Workhouse Regulation (Dietaries and Accounts)
Order, 1900.

Name of Pauper.	Alternative Ration Issued.

Master of the Workhouse.

Initials of Medical Officer.

FORM E.

Diet Card.

Reference Number _____

Union Workhouse.

Ward or Department of Workhouse.

Name _____

Age _____

Sex _____

Class _____

Date of last admission to Workhouse.

Date when Ordered.	Diet or Extras* Ordered.	Date when Discontinued.	Directions or Remarks.	Initials of Medical Officer.

* A reference to the number of the Dietary may be inserted, where there is sufficient to identify it.

UNION.

FORM H.

WORKHOUSE.

Weekly Net Provisions Issued from Stores Account.

Week ending day, the day of , 19

Year and Month.	Date of Month.	Day of Week.	Inmates.							Officers and Servants.					
			Meat.			Liquors.				No. of Officers.	Meat.	Liquors.			
			Bread.	Shins.	Joint.	Necks for Stew.	Pork.				Bread.	Beef.		Ale.	Brandy.
		Sunday													
		Monday													
		Tuesday													
		Wednesday													
		Thursday													
		Friday													
		Saturday													
Totals to be carried to Provisions Receipt and Consumption Accounts															

This Order may be cited as "The Workhouse Regulation (Dietaries and Accounts) Order, 1900."

Given under the seal of office of the Local Government Board, this tenth day of October, in the year One thousand nine hundred.

(L.S.)

Henry Chaplin,
President.

S. B. Provis,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED NOVEMBER 3, 1900, PROVIDING FOR REPORT TO CORONER OF DEATH OF LUNATICS IN POOR LAW INSTITUTIONS.*

1900. No. 846.

To the Guardians of the Poor of the several Poor Law Unions in England and Wales ;—

To the Boards of Management of the several Asylum Districts formed under the Metropolitan Poor Act, 1867† :—

And to all others whom it may concern.

Whereas it is expedient to provide for the notification of the death of every poor person of unsound mind in any workhouse or in any other building subject to the government of a board of guardians, or joint committee of two or more boards of guardians, or board of management, to the coroner of the district in which such workhouse or other building is situated :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby Order as follows :—

Article 1.—In this Order :—

The expression "poor law institution" means a workhouse, a workhouse infirmary or other buildings subject to the government of the board of guardians or joint committee of two or more boards of guardians, or a district asylum subject to the government of the board of management of an asylum district.

The expression "superintending officer" means in the case of a workhouse, the master ; in the case of a workhouse infirmary, the superintendent, or where there is no superintendent, the steward ; in the case of an

* This Order was gazetted November 13, 1900.

† 30 & 31 Vict. c. 6.

asylum subject to the government of the board of management of an asylum district, the medical superintendent or other head officer; and in default of any such persons includes any other officer whose duties comprise the notification to the pauper's relatives of the death of any pauper in a poor law institution.

The expression "lunatic" means an idiot or person of unsound mind.

Article 2.—Within forty-eight hours after the death of a lunatic in a poor law institution notice of such death shall be sent by the superintending officer of such institution to the coroner of the district in which the institution is situated, and such notice shall be accompanied by a statement signed by the medical officer or the medical superintendent or the medical man who attended the lunatic in his last illness and containing the following particulars:—

- (1.) The name, sex, and age of the lunatic.
- (2.) Whether married, single, or widowed.
- (3.) The apparent cause of death.
- (4.) The time of, and any unusual circumstances attending, the death; also a description of any injuries known to exist at the time of death or found subsequently on the body of the deceased.
- (5.) The duration of the disease of which the lunatic died.
- (6.) The names and descriptions of any persons present at the death.
- (7.) Whether or not mechanical restraint was applied to the deceased within seven days previously to death, with its character and duration if so applied.

Article 3.—This Order shall come into operation from and after the first day of December, One thousand nine hundred.

Given under the seal of office of the Local Government Board, this third day of November, in the year One thousand nine hundred.

(L.S.)

Henry Chaplin,
President.

S. B. Provis.
Secretary.

6. Finance.

ORDER OF THE POOR LAW BOARD, DATED JANUARY 14, 1867.
AS TO KEEPING AND AUDIT OF ACCOUNTS IN UNIONS,
AS AMENDED BY GENERAL ORDERS OF JUNE 14, 1875,*
AND SEPTEMBER 8, 1903.†

To the Guardians of the Poor of the several Unions named
in the Schedule (H.) hereunto annexed ;—

To the Churchwardens and Overseers of the Poor of the
several Parishes and Places comprised within the said
Unions ;—

To the Clerk or Clerks to the Justices of the Petty Sessions
held for the Division or Divisions in which the
Parishes comprised within the said Unions are
situate ;—

And to all others whom it may concern.

Whereas it is enacted in The Union Chargeability Act, 1865,‡ that the Poor Law Board shall, as soon as convenient, make all such Orders as may be requisite to render the provisions of that Act applicable to the proceedings and accounts of the guardians of unions and of overseers of parishes comprised therein.

Now, therefore, we, the Poor Law Board, in pursuance of the authorities vested in us by an Act of Parliament passed in the fifth year of the reign of King William the Fourth, intituled “An Act for the Amendment and better Administration of the Laws relating to the Poor in England and Wales,”§ hereby, from the twenty-fifth day of March next, rescind all such Orders, and all such parts of any Orders, heretofore issued by the Poor Law Commissioners or the Poor Law Board to the several unions named in the Schedule (H.) hereunto annexed, as relate to the keeping, examining, closing, auditing, allowing, and publishing of the Accounts of the said unions, and of the parishes therein, and of the officers thereof, or to the keeping of any books of account relating to such unions or parishes by any officer thereof, other than a chaplain or medical officer, or to the accounting of any officer to the auditor, or to any other party, so far as this present Order applies to the keeping of the same or similar books, and to the accounting of such officers, except as herein-after excepted.

And we hereby, nevertheless, order, that until the twenty-ninth day of September next the guardians of any such union, and the officers thereof, and the overseers of the parishes

* Printed at length in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 347.

† Printed at p. 537 below.

‡ 28 & 29 Vict. c. 79.

§ The Poor Law Amendment Act, 1834 ; 4 & 5 Will. 4. c. 76.

therein, may keep their accounts and books of account in the forms now used by them respectively, or adapt them where necessary to the forms herein prescribed, as nearly as may be,

And subject thereto, in every case in which the Poor Law Board shall not assent to a departure from any of the regulations contained in this Order, and in reference to such of the officers in the said unions to whom this Order shall be applicable not yet appointed, as shall from time to time be appointed hereafter.

We hereby, from the twenty-fifth day of March next, order and direct as follows:—

Keeping of Accounts.

Parochial Accounts.

Overseers.

Article 1.—The overseers of every parish in the union shall (except so far as such books are kept under their direction by any collector) punctually enter and accurately keep according to the forms and direction in the Schedule (A.) hereunto annexed:—

A Rate Book.—In this book shall be inserted the particulars of the assessment and collection of the poor rate of the parish, as set forth in the Form of Rate Book; and in addition to the declaration required by the Union Assessment Committee Act, 1862,* or any Act amending the same, where the valuation list for the parish shall have been finally approved of, and elsewhere in addition to the declaration required by the Statute 6 & 7 Will. 4. c. 96.,† such overseers shall, before any rate is presented to the justices for their allowance, sign a declaration, in words at length, of the total amount of the rate so presented for allowance, according to the form or to the effect set forth in the said form.

(a) The several columns of the rate book which contain the gross estimated rental and rateable value, and the rate in the pound assessed upon the several persons liable to be assessed, the recoverable arrears and the total amount to be collected, shall be added up at the foot of every page, and the several totals shall be ascertained and set forth at the foot of the rate, before the same shall be submitted to the justices for their allowance.

(b) If the overseers shall deem it convenient, the rate may be divided into several portions corresponding with the several divisions of the parish, if any, so as to bring all the rateable property of each division together, and there may be separate series of numbers for the assessments in every division, and they may in like manner bring together in the rate separate classes of rateable property.

* 25 & 26 Vict. c. 103. † The Parochial Assessments Act, 1836.

(c)—The overseers may, if they think proper, bring together and assess under one number all or any portion of the properties situated in the parish or in any separate division thereof, if there be any, belonging to the same person, and for which he shall be liable to be assessed as owner.

Provided that nothing herein contained shall apply to any poor rate made under the authority of a local Act by persons other than the overseers.

A Book of Receipts and Payments.—On one side of this book shall be entered, according to the form so named, an account of all monies received by the overseers, by virtue of their office, on behalf of the parish, and on the other side of such book the overseer shall enter, in like manner, with the proper dates, an account of all monies paid and expended by them, by virtue of their office, on behalf of the parish, and shall sign the same in the place prescribed in the said form.

And at the foot of every such account the overseers shall insert, before each audit, a "memorandum" in respect of each rate allowed by justices during the half year, containing the particulars set out in the form.

Article 2.*—

Article 3.—In every case in which there more than thirty ratepayers on the rate book, and in which there is no collector, the overseers shall, and in cases where there is a less number of ratepayers the overseers may, use—

A rate receipt check book, the leaves of which shall contain the form set forth in the schedule. The receipts and notes thereof shall be numbered consecutively with numbers corresponding with those in the rate book.

They may also where they deem it expedient use—

A general receipt check book, for any sum received on account of such parish other than in respect of rates.

[In every parish in which there are more than thirty ratepayers on the rate book, and in which there is no collector, and in every parish in which there is a collector, the overseers shall cause a demand note to be printed in the rate receipt check book, according to the form in the said schedule,† but containing also a statement of the rateable value of the premises assessed, which demand note shall be numbered so as to correspond with the number of the receipt, and shall show the particulars of the claims or the purposes for which the rate is made.

* Article 2 was repealed by Article 1 of the Order of September 8th, 1903, printed at p. 537 below.

† The form of demand note is now regulated in all parishes including agricultural land by the Order of April 13, 1897, printed at p. 535 below.

Such demand note shall be detached from the rate receipt check book, and left with the ratepayer or at his address when the payment of any poor rate, either in one sum or by instalments, is first demanded.*]

Article 4.—When the whole or the balance of the amount due for poor rate shall be received from any person assessed, at that time and not before, the receipt applicable to such person's assessment shall be detached from the rate receipt check book, and the same shall be delivered, stamped with an adhesive stamp where the amount of the payment shall render such stamp necessary, to the person paying the same, and the note shall be retained in the book.

In the receipt of the note thereof so retained the true date of the payment of the money shall be inserted.

When payment of any rate shall be received by instalments, the fact of every payment shall be noted on the back of the receipt and on the note thereof, and the receipt shall not be given to the person paying the rate until the whole amount of the rate shall have been received, but an acknowledgment of the amount received shall be given in writing upon the demand note, or otherwise, as it shall be found convenient.

Article 5.—The overseers of every parish shall, whenever they are required so to do by the auditor for the time being, or by the Poor Law Board accurately and truly make out a terrier of the lands and tenements, and an inventory of stock, monies, goods, and effects belonging to such parish, or given or applicable in aid of the poor rates thereof, according to the forms so named.

Collector of the Parish.

Article 6.—Every collector appointed for a parish shall enter up so much of any books or forms of the overseers relating to the valuation list or to the collection of the poor rate, as he may be directed to enter up by the overseers for the time being, and shall enter in the rate book all such particulars of every assessment as he shall be directed by such overseers to enter therein; and every such collector shall attend before the auditor at the same time as the overseers of the parish for which he acts:

Provided that the signature of any such collector to any book presented to the auditor shall not be taken to stand for or supply the place of the signature of any overseer which may be otherwise required by this Order.

Article 7.—Every such collector shall in all cases fill up and use, as is herein-before directed in the case of overseers of parishes in which there are more than thirty ratepayers on the rate book, a rate receipt check book, in the form herein-before prescribed.

* The words in brackets were substituted for previous words by the Order of June 14, 1875.

Provided that if the guardians of the overseers direct, he shall keep an additional book, to be termed “The Instalment Rate Receipt Check Book,” according to the form in the said Schedule (A.) annexed, which shall be used by him as and when he receives any sum on account of the rate short of the full amount due. The receipt therefrom shall be given to the person paying, and the amount and date shall be entered in the note of this book, and upon the receipt in the other book.

Article 8.—Every collector, before he shall proceed to collect any rate, shall prepare receipts in one book, or in several, if so directed by the overseers, in the aforesaid form, numbered both on the receipt and the note thereof with the same number consecutively throughout the book, and properly fill in the same respectively with the names of the several ratepayers, and the sum to be collected from each, and submit every such rate receipt check book, so numbered and filled up, to the overseers of the parish for which such rate is to be collected, before he proceeds to collect the rate; and such overseers shall cause the correctness of the numbering, and the correspondence of the sums, and of the names filled in, with the rate book to which they relate, to be ascertained, and on the leaf next after the last of the receipts so made out in respect of any one rate the said overseers shall certify the fact that such receipt check book has been examined and ascertained to be correct, and shall state in words at length the number of receipts filled up for the rate then to be collected; which certificate shall be in the form set forth in the schedule, and shall be signed by the said overseers and correctly dated.

If upon the closing of any rate there shall remain in the rate receipt check book any receipts made out for such rate unused, the collector to whom such book shall belong shall enter upon each of such receipts the reason of its not having been used and date and sign such entry.

Article 9.—The collector shall every week pay over all monies collected by him, or in his hands, belonging to the parish, whenever the amount exceeds five pounds, to the banker whom the overseers may direct, to be placed to the account of one or more of them; or, if directed by one of the overseers, to the treasurer of the guardians of the union, or to any other authority, in payment of any order from such guardians or other authority then due, and in the absence of any such direction, shall pay the same to one of the said overseers in person; provided that as often as at any time in the course of any week the sum or sums of money in the hands of such collector belonging to the parish shall together exceed fifty pounds, he shall forthwith pay over such sum or sums in the manner hereinbefore directed.

Article 10.—Every such collector shall keep a book, to be called the collecting and deposit book, according to the form so named, in which shall be entered accurately, and under their true dates, all sums received and deposited and paid by him as

such collector respectively, and also the number of every receipt given by such collector out of the rate receipt check book, or the instalment rate receipt check book (as the case may be), and he shall balance such book monthly, at the times specified in the following article, and the overseer shall enter his initials against every sum stated to be deposited with him, which he shall receive.

Article 11.—Every such collector shall keep a book containing blank forms of monthly statements, according to the form in the Schedule (A.), and shall every month fill up one of such statements with the several particulars set forth in the said form, which statement shall be made up to the last day of every calendar month inclusive; excepting in the case of the month of March, when it shall be made up to the [31st],* and in that of the month of September, when it shall be made up to the [30th]*; so that any receipts or payments on the remaining days of those months respectively shall be included in the next monthly statement; and he shall forthwith deliver a copy of such statement, signed by himself, to one of the overseers, and another to the board of guardians at their ordinary meeting next after the day when the same shall be made up.

Provided that the board of guardians or the overseers may, if they think fit, require a statement, containing the several particulars set forth in the said form to be made out and delivered to them respectively every week or fortnight.

The overseer who receives the statement shall enter his initials in the column against the amount stated to be paid to the overseers, if he shall have received the sum there mentioned; and both he and the clerk to the guardians respectively shall mark on such statement the date of his receipt thereof, and preserve the copies delivered to him, and produce the same to the auditor at the next audit.

Article 12.—The collector shall previous to each audit make out an unpaid rates statement, containing a statement of the rates allowed during the last half year, with the dates of their allowance, and showing the name of every person rated to the relief of the poor in respect of whom there shall be at the end of the half year for which the audit is being held, any arrear of the rate or rates made before that in the course of collection on the last day of that half year, with the other particulars set forth in the form in the schedule hereunto annexed. He shall submit it to one of the overseers for his signature and shall produce the same to the auditor at the audit.

Article 13.—In every case in which there shall be more than one collector employed in the collection of any one rate, the provisions in the several Articles herein-before made shall apply to the portion of such rate assigned to each collector as if such portion were one entire rate.

* These new figures were substituted for the previous figures by the Order of September 8, 1903, printed at p. 537 below.

Article 14.—Provided that nothing herein contained relating to the collector shall apply to a collector appointed under any local Act by any other authority than the overseers, and provided also that where the Poor Law Board have made any special provision in respect of the making or collecting of the poor rate in any parish, the Order containing such provision shall not be rescinded or affected by anything herein contained.

General Accounts of the Union.
Clerk's Books.

Article 15.—The clerk to the board of guardians shall enter from time to time at proper dates in the minute book of the guardians a statement of the books and accounts inspected and examined by him, and of all orders drawn on the treasurer, and of monies paid or received, and all minutes relating to the allocation or division of charges, or any other pecuniary transaction of the board of guardians on behalf of the union, or of any parish therein; and shall insert marginal notes of reference to the folios of the respective ledgers in which the items relating to any such orders, payments, receipts, or other transactions are entered.

Article 16.—The clerk shall punctually enter and accurately keep the following books of account, according to the forms and directions in the Schedule (B.) hereunto annexed:—

A general ledger, in which items of the various transactions relating to the receipt or payment of monies by the guardians, and the supply of goods, provisions, or necessaries, or the execution of works, or performance of services, on behalf of the union or of any parish therein, contained in the minute book, shall be entered and posted up, according to their proper dates, under the following heads of account, and such additional heads as may be or may from time to time become necessary:—

- In-maintenance.
- Out-relief.
- Non-resident poor account.
- Non-settled poor account.
- Relief declared on loan.
- Lunatics account.
- Extra medical fees.
- Emigration expenses.
- Vaccination expenses.
- Registration expenses.
- County rate.
- Salaries and superannuations account.
- Rations account.
- Building and repairs account.
- Workhouse loan account.
- Furniture and property account.

Provisions account.

Clothing account.

Necessaries and miscellaneous account.

Parish property account.

Invoice account, and if the board of guardians so direct, tradesmen's accounts.

Collector's account.

Treasurer's account.

General or common fund account.

General balance.

With the respective dates of such transactions, and references to the folios of the minute book in which the entries relating to such transactions are contained, and to the folios of the corresponding credits and debits respectively.

He shall keep an account in such ledger, or in a separate ledger, as the guardians shall direct, to be called the parochial ledger, with every parish in the union.

He shall keep another account in such ledger, or in a separate ledger of the same form, to be called the non-settled poor ledger, with every other union and parish chargeable with the relief granted to the non-settled poor in the union ; and every such account shall be debited with the amounts to be charged against, and credited with the amounts discharged by, such union and parish.

He shall also keep the following books :—

1. The Relief Order Book, in which shall be entered the names of all persons applying for relief, whether through the relieving officer or directly to the board, with a minute of the order made on such application in each case, and the particulars set forth in the form in the said schedule.

2. The Order Check Book.—This book shall be kept according to the form so named, and shall contain all orders given by the guardians for provisions, stores, repairs, and for other articles or work, and notes of such orders, and forms of the invoices, to accompany commodities supplied, or to be delivered when work is done ; such orders, when signed by the clerk, together with the form of invoice shall be detached from the said book, and issued to the tradesmen or other persons dealt with or employed, to be returned and disposed of in the manner described thereon ; and the notes, certified by the clerk's initials, shall be retained in the said book.

3. The Pauper Classification Book, in which, at the end of every half year shall be entered, in the columns appropriated for that purpose, the number of persons of each class relieved during the half year, and the other particulars set forth therein.

4. The Petty Cash Book, in which shall be entered promptly, and in the order of date, an account of the sums received by the clerk for petty disbursements, and of the sums, not exceeding 5*l.* each, paid by him thereout, by direction of the board of guardians or on his own authority in any case of

urgency, which account shall be balanced quarterly, and laid before the board of guardians at their ordinary meetings, and the clerk shall submit and account for the same to the auditor at the time of the audit.

Collector of the Guardians.

Article 17.—Every collector of the guardians shall keep punctually and accurately a book according to the form set forth in the Schedule (C.) hereunto annexed, and shall duly enter therein all sums received and all sums paid by him. This account he shall balance quarterly. He shall give in respect of all monies received by him a receipt according to the form in the said schedule.

Treasurer's Book.

Article 18.—The treasurer of the guardians shall keep, punctually and accurately, a book according to the form set forth in Schedule (D.) hereunto annexed, in which shall be entered an account of all monies received and paid by him on account of the guardians. He shall balance this account quarterly, and shall cause the book to be laid before the board of guardians once every month, or oftener if required by the said guardians to do so, and before the auditor at the time of the audit.

Indoor Relief.

Workhouse Accounts.

Master's Books.

Article 19.—The master of every workhouse of the union shall punctually enter up and accurately keep the following books and accounts, according to the forms and directions in the Schedule (E.) hereunto annexed.

An Inventory.—In this book shall be entered a list of all the fixtures, furniture, utensils, bedding, house linen, and other effects in the workhouse, and the stock and other like property belonging to the guardians in the workhouse, and on the workhouse premises (not included in the provisions, clothing, farm, necessaries and miscellaneous accounts), and every particular relating to the use, sale, or disposal thereof; and such book shall be completed from time to time by the entry of articles purchased or otherwise obtained, and of articles condemned as worn out, sold or otherwise disposed of, by the direction of the board of guardians.

The Admission and Discharge Book.—In this book shall be kept an account of every pauper admitted and of every pauper discharged from the workhouse, which account shall be balanced weekly, or, if the board of guardians so direct, daily.

* * * * [*Remainder of Article 19, paragraph 2, rescinded by the Order of November 22, 1871.*]

3. The Indoor Relief List, in which shall be entered, in respect of each parish of the union, the names of the paupers admitted therefrom, with the number of days in each week of the half year during which each such pauper has been in the workhouse, and the other particulars set forth in the form.

4. The Abstract of the In-door Relief List, in which shall be entered the aggregate number of days in each week of the half year passed in the workhouse by the paupers admitted from each parish, and of the vagrants, and the total number of such days in respect of all the parishes in the union, for each week and for the half year.

5. A Day Book, in which shall be entered the amount of the invoices of all goods delivered and bills for all work done at the workhouse, together with the several particulars relating thereto, in the form in the schedule set forth. The entries shall be made on the dates of the deliveries and receipts respectively, and this book shall be made up weekly.

The invoices and bills shall be entered and numbered in the order in which they are received, and shall be filed and preserved in the same order.

6. He shall also keep an account, to be termed "The Master's Account of Receipts and Payments," according to the form in the said schedule, in which shall be entered all monies received and paid by him on account of the said guardians, under their proper dates. He shall balance this account once every month, or oftener if required to do so by the guardians; and for all monies received by him he shall give a receipt from a receipt check book in the form in the said schedule set forth.

7. A Quarterly Summary of the Day Book shall be made and completed according to the form in the said schedule; provided that the guardians may, if they see fit, dispense with the keeping of so much of this summary as contains the entries under the separate names and trades.

8. The Daily Provisions Consumption Account.—In this account shall be entered the number of paupers of the several classes at each meal in the workhouse, and the quantities of the principal articles of provisions daily consumed by them. In this account may be shown the allowance claimed by the master in respect of waste or unavoidable loss in the preparation or distribution of the provisions, and the quantities of any provisions supplied for any extraordinary occasion.

9. The Weekly Provisions Consumption Account.—In this account shall be entered the quantities of the principal articles of provisions consumed by the paupers in the workhouse, and also the quantities taken from the stores for the officers and servants of the workhouse, in each week, and those supplied on extraordinary occasions or in out-door relief, if any.

10. The Provisions Receipt and Consumption Account.—In this account shall be entered the quantities of the several

articles of provisions received and consumed weekly, and the quantities on hand at the commencement and end of every week, and the other particulars in such form set forth.

11. A Quarterly Summary of Provisions received and consumed.—This summary shall be made up from the said Provisions Receipt and Consumption Account, and shall be completed quarterly.

12. A Quarterly Balance of the Provisions Account.—In this account shall be entered the total quantities and values of the several articles of provisions received and consumed in the quarter, and also the quantities and values of the several articles in store at the beginning and end of the quarter, and the other particulars set forth in the form in the schedule, and the same shall be submitted to the visiting committee or some member thereof when so made up and balanced, who shall enter a memorandum at the foot of the account certifying to the same having been submitted to them or one of them.

13. The Clothing Materials Receipt and Conversion Account.—In this account shall be entered a statement of all the articles of clothing materials and of bed and house linen (not made up), from time to time received into the workhouse, and the several particulars of their conversion, and otherwise set forth in the form in the schedule.

14. The Clothing Receipt and Expenditure Account.—In this account shall be entered on the one side the several articles of clothing received from tradesmen or made up in the house, and on the other side the several articles given out, together with the numbers marked thereon.

The articles shall, before they are given out, except when they are given out to paupers quitting the workhouse or relieved out of the workhouse, be marked on the inside with the name of the union, and, as far as practicable, be numbered in suits, so that all the articles of a suit shall bear the same number.

The numbers shall begin with No. 1, and follow each other consecutively; but whenever any article shall have been condemned, or cut up for use in mending other articles, or supplied to paupers quitting the workhouse, its number may be marked on another article of the same description, the previous number thereon, if any, being obliterated.

15. The Clothing Materials Receipt and Conversion Account and the Clothing Receipt and Expenditure Account, shall be made up, balanced, and compared with the stock in store at the end of every half year by the master, in the presence of the visiting committee or some member thereof, when the accounts of the union are closed, as herein-after mentioned, and at such other times as the board of guardians may require, and to these accounts the like memorandum shall be entered as in the quarterly balance of the Provisions Account.

16. The Clothing Register Book.—In this book shall be entered, under the number marked on the suit of clothes given out to each pauper admitted into the workhouse, the name of the pauper, together with the dates of his or her admission and discharge: and a ticket bearing such number shall be attached to the pauper's own clothes.

In addition to the number marked on the clothes, the master shall insert in the said book a number to indicate the size of the suit.

The guardians may if they see fit dispense with the keeping of this book.

17. The Necessaries and Miscellaneous Account.—In this book the master shall enter punctually, according to the proper dates, all articles, goods, and materials received by him, for use or consumption in the workhouse, other than provisions, clothing, materials for repair, and such articles as are entered in the Inventory Book or the Farm Account. He shall also enter therein the consumption of such articles, goods, and materials in respect of the workhouse, the paupers, and the officers and servants of the workhouse, as the case may be. This account shall be kept weekly, unless the guardians shall, in cases where the workhouse is licensed to hold less than one hundred inmates authorise its being kept monthly. It shall be kept in the form in the said Schedule E. hereunto set forth.

18. A Quarterly Summary of the Necessaries and Miscellaneous Account shall be made by the master at the end of every quarter from the Necessaries and Miscellaneous Account, according to the form in such schedule.

19. A Quarterly Balance of the Necessaries and Miscellaneous Account.—In this account shall be entered the total quantities and values of the several articles, goods, and materials received and consumed in the quarter, and also the quantities and values of the same in store at the beginning and end of the quarter, in the form set forth in the said schedule, and shall submit the same to the visiting committee or some member thereof when so made up and balanced, who shall enter a memorandum at the foot of the account certifying to the same having been submitted to them or one of them.

Article 20.—When the guardians think proper to require it, he shall keep an account to be termed a Farm Account, in which he shall enter, under the correct dates, items of all articles, stock, implements, seeds, and other matters received by him for the use of the land belonging to the workhouse, or maintained thereon for consumption in the workhouse; and all payments made and all sums received by him on account thereof, or of the produce of such land and stock.

This account shall be kept in such form as the guardians shall prescribe, and shall be balanced by the master quarterly,

or oftener, if the guardians so direct. It shall be laid by him before the auditor together with the other books of the master.

Article 21.—When there is a dispensary in the workhouse or an assistant officer appointed to take charge of the medicine and medical appliances, the master shall enter in his day book such medicines and medical appliances when received by him under the head of dispensary, and the dispenser shall keep an account of his receipt, and the consumption or disposal of such medicines and medical appliances in a book to be framed according to such form as the medical officer of the workhouse shall recommend and the guardians shall order to be adopted, and he shall submit the same to the auditor at the time of the audit for examination, and shall be answerable for the correctness of such account and of the entries therein.

Article 22.—So much of this Order as relates to the duties of the master of the workhouse shall be applicable to and be binding upon the matron of any workhouse not having a master, and also to and upon the matron or other person having the charge of any workhouse during the temporary absence of the master, or any vacancy in the office of master.

Out-door Relief.

Relieving Officer's Books.

Article 23.—The relieving officer shall punctually enter up and accurately keep the following books and accounts, according to the forms and directions in the Schedule F. hereunto annexed :—

1. The Application and Report Book.—In this book shall be entered every distinct application made from time to time through the relieving officer for relief, and such of the particulars therein set forth as, on making the requisite examination into the circumstances of the case, he shall collect, as well as the medical relief or relief in kind (if any) already given by the relieving officer at his discretion, or reported to him to have been given by an overseer or any medical aid given to a woman in labour by the medical officer without an order.

A note of the decision or direction of the board of guardians shall be inserted at the meeting of the board, and authenticated by the initials of the chairman or clerk, in the column contained in the form for this purpose.

Where any application is made to the board of guardians directly, and the board order any relief to be administered by the relieving officer, he shall enter in this book the particulars of the case as he shall obtain them, and the same shall be dealt with in all respects as when the application is made to himself in the first place.

2.—The Out-door Relief List.—In this book shall be entered in one of the forms in the said schedule set forth the sums of relief in money and the value of relief in kind, given by the relieving officer to or for each pauper relieved by him in each week. The entries shall include only relief given to the pauper himself, or to some person properly authorised to receive it, and shall be made after the relief has been actually so given, and not before or otherwise. In this book shall also be entered in the proper columns, the number of individuals of any of the several classes relieved in each case, and the other particulars in the form in the schedule set forth. The relieving officer shall enter up this book every week, and shall complete the same at the end of every half year, taking care that no pauper appear in such relief list more than once in the half year, unless there shall be some alteration in the circumstances of the case.

He shall also keep a book to be termed The Out-door Relief List for Vagrants in which shall be entered the relief in money and kind given by him to every person relieved by him as a vagrant or casual pauper. He shall keep this book weekly, with the particulars, and according to the form and instructions in the same schedule set forth, and shall enter the total of the expenditure for each week in the corresponding week in the out-door relief list. Any assistant relieving officer who administers relief to vagrants must supply this information to the relieving officer, and be responsible for its correctness.

3. The Abstract of the Out-door Relief List.—In this form shall be entered the names of the several parishes, and against them the total amount of each week's relief, in respect of the paupers resident therein, according to the out-door relief list. It shall be made up against each ordinary meeting of the guardians and shall remain in the custody of the clerk.

4. The Receipt and Expenditure Book.—In this book the relieving officer shall keep, in the form so named in the said schedule, an account of all monies received and disbursed by him, and of all tickets or orders for relief in kind issued by him, and also of all articles received and given out by him for the relief of the out-door poor in each parish in his district; and shall balance such account weekly. In this book the relieving officer shall also enter, at the end of every quarter's account, a summary of receipts and expenditure for the quarter.

Article 24.—Nothing herein contained shall affect the forms of the books of account kept by the pay clerk where any such officer shall act under the Order of the Poor Law Board, nor affect the provisions contained in any Order of the Poor Law Commissioners or the Poor Law Board whereby the guardians are empowered to appoint committees to receive applications for relief.

Examination and Closing of Accounts.

Article 25.—On the day next before every ordinary meeting of the board of guardians, or on the day of such meeting, but previous to the meeting, the clerk shall examine the master's day book, and shall compare the entries of invoices and bills with the invoices and bills themselves, and shall see that all the goods supplied and works done are carried by the master to the proper accounts, and shall certify the correctness of the same by his initials. He shall also compare the entries of payments in the master's receipt and payment account with the vouchers, and ascertain that the master has debited this account with all sums received by him, and produces proper vouchers for all payments made by him, and shall insert his initials at the foot of such account. And he shall inspect the other books required to be kept by the master by this Order, so as to ascertain that they are duly kept in proper form and with due regularity.

The clerk shall also at the same time examine the weekly account in each relieving officer's out-door relief lists and receipt and expenditure book, so as to ascertain the accuracy of the entries therein, and that the relief has been given in accordance with the order of the guardians by comparison with the relief order book, and shall certify the correctness of the same by his initials.

The clerk shall report to the guardians at the said meeting the result of his examinations.

And the master and the relieving officer shall respectively, subject to any direction of the board of guardians, present their books and accounts to the clerk for his examination on such day as aforesaid.

Article 26.—The overseers of every parish and every collector acting for any parish, shall make up and balance to the [31st] day of March and the [30th]* day of September in each year, all such books as they are required by the Act passed in the 8th year of the reign of Her Majesty Queen Victoria, intituled "An Act for the Amendment of the Laws relating to the Poor in England,"† to deposit for the inspection of the ratepayers at some house within the parish seven days at least before the audit.

Article 27.—All the accounts of the union and of the officers of the union shall be closed at the end of every half year, that is to say, up to the [31st] day of March and the [30th]* day of September in each year, inclusively, when such days occur at the end of the week established by the practice of the union, and at other times at the end of such week first completed next after such days respectively. And the several officers

* The figures in brackets were substituted for the previous figures by the Order of 1903.

† The Poor Law Amendment Act, 1844 ; (7 & 8 Vict. c. 101).

keeping such accounts shall forthwith lay, or cause to be laid, their respective accounts so closed before the board of guardians.

Article 28.—The master of the workhouse shall, at the end of every half year, allow each relieving officer to inspect the in-door relief list for the half year last expired.

And each of the relieving officers shall forthwith, after the end of the half year, inspect the names entered in such in-door relief list, and shall write his initials in red ink against the name of every pauper who shall have been entered in the out-door relief list in the course of the said half year.

Article 29.—The clerk or medical officer in possession of the district medical relief books shall, at the end of every half year, allow each of the relieving officers to inspect such books; and each of the relieving officers shall forthwith inspect the names in such books, and shall write his initials in red ink against the name of every pauper who shall not have received any other than medical relief during the half year then last closed.

Article 30.—The clerk shall, at the close of each half year, prepare in duplicate, from the accounts of the union—(1) A statistical statement, showing the number of paupers of all classes actually relieved in the course of the last half year, and the other particulars, according to the form and directions in the Schedule B. set forth; and—(2) A financial statement showing the account of the receipt and expenditure of the union for the last half year, together with the then outstanding liabilities, in the form in the said Schedule B. set forth; which statements the clerk shall submit to the auditor at the time of his auditing the union accounts.

The auditor, if satisfied of the correctness of such statements, shall sign the same; and the clerk shall forthwith transmit one copy of each statement to the Poor Law Board, and preserve the other copy for the Board of Guardians.

Article 31.—The clerk shall, as soon as he shall receive notice from the auditor of the day or days appointed by him for the auditing of the half-yearly accounts of the union, and the several parishes comprised therein, cause the following notice to be affixed on the external gate or door of every workhouse in the union, and at some other place or places where union notices are usually affixed, and shall continue the same so affixed until the audit is completed:—

“ _____ UNION.

“ Notice is hereby given, that the half-yearly Statement of the Accounts of this Union, together with the Relief Order Book and the Ledger, will, on the _____ day of _____ be deposited at _____; and such Statement and Books will be opened to be inspected, examined, and copied by any

owner of property or ratepayer in the said Union, at any reasonable hour in the daytime, when the Board of Guardians is not sitting, until the day of ; and that on the last-mentioned day, at the hour of the Accounts of the Union will be audited by the Auditor of the District comprising this Union, at when and where every such owner of property or ratepayer, who may have any objection to any matter contained in the above-mentioned Accounts, may attend, and prefer his objection, and the same will be heard and determined by the Auditor.

“ Dated

“ Clerk to the Board of Guardians.”

Article 32.—The clerk shall, three clear days before the day appointed for auditing the union accounts, deposit the said half-yearly statement of the accounts of the union, together with the relief order book and ledger, in the board room of the guardians of the union, or such other place as the board of guardians may appoint, and shall permit the said statement, book, and ledger to be inspected, examined, and copied by any ratepayer or owner of property in the union, in the presence of the clerk or some other person approved of by the board of guardians, at any reasonable hour in the day time, when the board of guardians shall not be sitting, after the said statement, book, and ledger shall have been so deposited, and previous to the day appointed for the auditing of the accounts of the union.

Article 33.—In case the auditing of any of the union or parish accounts shall be adjourned for any longer period than from day to day, the clerk, on receiving from the auditor notice thereof, shall affix, in manner aforesaid, notice of the time and place of such adjournment, and of the accounts remaining to be audited, as often as such adjournment shall be made.

Article 34.—Every master of a workhouse shall, within seven days after the end of each half year, insert in the proper columns, according to the form in Schedule B. named the parochial list and statement of account, for every parish in the union, or with the consent of the board of guardians in a separate list containing similar columns, to be called the list of indoor poor, the name of every pauper admitted from every such parish who shall have been relieved in the workhouse during the whole or any part of the previous half year, together with the number of days each pauper has been maintained in the workhouse ; and every relieving officer shall, within fourteen days after the end of each half year, enter in the proper columns of the said list for every parish in his district, or with the consent of the board of guardians, in a separate list containing similar columns, to be called the list of out-door poor, the name of every pauper contained in the

out-door relief lists and district medical officer's books for the previous half year, together with the amounts of relief in money and in kind given to each pauper.

Such parochial lists, when filled up by the master and relieving officers respectively, shall be delivered by them to the clerk, who shall examine the entries made therein, and shall certify to the accuracy thereof by his signature. The clerk shall also make out, in the form given at the foot of such parochial lists, a complete statement of the account of every parish with the union and shall date and sign the same.

Article 35.—The relieving officers of the union shall, within thirty days after the end of each half year, under the direction of the board of guardians or of the clerk, deliver a copy of each of such lists and statement for every parish in his district to the overseers thereof, who shall lay the same before the next vestry meeting, and preserve the same with the parish papers.

Article 36.—The salaries of the several officers of the guardians, whether for the full quarter or for any portion thereof, shall be paid at the several quarters ending at the usual feast days in the year, namely, Lady Day, Midsummer Day, Michaelmas Day, and Christmas Day; and where an officer is paid according to a poundage or similar rate the amount shall be calculated by the guardians at those several quarter days upon the amount which the said guardians shall ascertain to have been collected or earned by such officer in the quarter then ended; provided nevertheless, that in the case of any officer whose duty it is to render accounts to the board of guardians or auditor, such officer shall submit his accounts for the quarter in question to the guardians before such payment, and further that it shall be competent for the guardians to defer in whole or in part the payment of the salary or other compensation of any such officer until his accounts shall have been audited and allowed by the auditor, after which audit and allowance the sum due up to the date of his accounts so audited shall be forthwith paid.*

Article 37.—Where any officer shall be entitled to be paid any extra fees or emoluments he shall make out his account thereof quarterly according to the above-mentioned days, and lay the same before the guardians on those days, and his claim shall be deemed to accrue at the expiration of one calendar month next following such quarter day, provided that the guardians may, if they think fit, pay the same before the expiration of such month.

* By a General Order of December 22, 1871, the guardians were authorised to pay salaries monthly. This Order is printed at p. 154 above.

Auditing of Accounts.

Article 38.—The auditor shall audit the accounts of the union and of the parishes comprised therein once in every half year; that is to say, as soon as may be after the 25th day of March and the 29th day of September respectively.* Provided always, that if the auditor shall be required by the Poor Law Board, to hold an extraordinary audit, either of the whole or of any portion of the accounts of the union or any parish therein, in addition to the ordinary audit, at any time between such two days, all the provisions herein contained, with reference to the ordinary audit, shall, as far as they may be applicable, apply to such extraordinary audit.

Article 39.—The auditor in respect of every ordinary audit shall give to the clerk to the guardians fourteen days' notice in writing of the time and place on and at which he intends to commence the audit of the accounts of the union, and of the parishes therein.

Article 40.—The officers of the union, and the overseers and officers of the parishes therein, who by law are bound to account to such auditor, shall attend at the time and place appointed by him for the audit of their accounts, and shall submit to the auditor all books, documents, appointments in writing, contracts, bills, orders for payment, receipts, and other vouchers, containing or relating to their accounts, together with the banker's pass-books, where the overseers keep their accounts with a banker; and the same shall at the time of the audit be open to the inspection of any owner of property or ratepayer interested in such accounts, but to such extent and in such manner only as will not in the judgment of the said auditor interfere with the audit.

Article 41.—In auditing the accounts, the auditor shall see that they have been kept and are presented in proper form; that the particular items of receipt and expenditure are stated in sufficient detail, and that the payments are supported by adequate vouchers and authority; and he shall ascertain whether all sums received, or which ought to have been received, are brought into account; and he shall examine whether the expenditure is in all cases such as might lawfully be made; and he shall reduce such payments and charges as are exorbitant, shall surcharge moneys not duly accounted for, or lost by negligence, upon the person who ought to account for the same, or whose negligence or improper conduct has caused the loss, and shall disallow and shall strike out such payments as are contrary to the orders, rules, and regulations of the Poor Law Board, or are not otherwise authorised by law.

* See the Order of September 8, 1903, printed at p. 537, below.

Article 42.—When he disallows any payment or surcharges any sum upon any person he shall declare the ground of his decision, and offer to state such ground in writing, if required by the person so aggrieved to do so, in the proper book of account forthwith, or so soon as the arrangements for the business of his audit will permit.

Article 43.—He shall examine and collate the several books and papers of account of the several accounting parties; and shall ascertain that the several entries correspond with and balance with each other, where such balance may be required, but in the case of any error caused by inadvertence or accident in the account of any officer he may require such officer to correct the same and such officer shall make the necessary correction, and the auditor shall then deal with the account so corrected. But if such officer shall refuse to do so, the auditor shall himself make the correction, and report the circumstances of the case to the Poor Law Board.

Article 44.—He shall compute the several accounts so as to verify the arithmetical accuracy thereof, and the balance due to or from the overseers or the officers rendering the same at the time to which the audit relates; and he shall state the balance in words at length, and certify the same by his signature or initials, and add the date of the audit, and when he certifies any sum or other matter to be due he shall, as far as practicable, enter his certificate and his reasons for the same (when they are required) in some part of the book of account, which shall be free from other writing.

Article 45.—He shall at each audit compare the balance sheets herein-before directed to be delivered to him by the overseers of every parish with the entries in the book of receipts and payments of the overseers; and having certified by his signature or initials at the foot of such balance sheets that it is in conformity with the said book, shall deliver one duplicate of such balance sheets to the clerk to the board of guardians, who shall preserve it, together with the other balance sheets of the same half year, with the books and papers of the guardians, and shall deliver the other to the overseers.

Article 46.—The auditor shall receive any objection made by a ratepayer or any person aggrieved against the accounts undergoing audit, or any item or charge therein, or any vouchers or authority for the same, and shall examine into the merits of such objection, and make a decision respecting the same, stating the grounds thereof, and offering to enter the same in the book of account then being examined, if required to do so, as in the case of a disallowance or surcharge.

Article 47.—If he shall doubt the correctness of any account, or any item or charge in any account, he shall require the officer rendering the account, or any other person holding

or accountable for any money, books, deeds or chattels, relating to the poor rates or the relief of the poor, to appear before him, and shall call upon such person to produce any accounts, books, or papers which he may lawfully require; and he shall examine such officer or person as may then appear, and such accounts, books, and papers as may be produced before him, respecting such account, item, or charge.

Article 48.—If the auditor find that any money, goods, or chattels belonging to the union, or any parish therein, have been purloined, embezzled, wasted, or misapplied, or that any deficiency or loss has been incurred by the negligence or misconduct of any officer or other person accounting, and shall surcharge such officer or person with such amount or value in his account, he shall submit a statement of such surcharge to the board of guardians as soon as he conveniently can do so.

Article 49.*—The auditor having audited the several accounts in the ledger, shall sign a certificate at the foot of the balance sheet therein, to the following effect:—

“I have examined the several accounts of which the foregoing is the balance sheet, and I have compared the several payments credited to the treasurer with the vouchers, and I hereby certify that the entries appear to be correct and legal. And that [when the balance in the treasurer’s book does not agree with the balance in the ledger], subject to the explanation below [the difference to be explained at the foot of the certificate], the balance of the treasurers’ account, viz., £ , agrees with the balance which by his own book appears to have been in his hands at the time of closing such account; and I find from the information laid before me that the amount of the outstanding liabilities of the union at that time was l.

“Dated

(Signed)

“Auditor.”

And in the other books the auditor shall enter a certificate of his having audited the same, and sign and date the same.

Article 50.—The auditor shall, at the close of each audit of the accounts of the union, transmit to the Poor Law Board statements in the forms in the schedule (G.) hereunto annexed of the books directed by this Order to be kept by the overseers, collectors, and union officers, showing which is not kept, or is imperfectly kept, or kept in a form different from that prescribed by the Poor Law Board, and shall deliver copies thereof to the board of guardians, and shall send to the Poor

* But see Order of September 8, 1903, printed at p. 537, below.

Law Board a certificate in the form therein contained in respect of each union, and of the parishes therein, where he finds that there has been no default.*

Article 51.†

Article 52.—The personal representatives of an officer accountable under this Order, dying before the half-yearly audit of his accounts, shall, so far as they may be by law required, account, in conformity with the provisions herein contained, in the place of such deceased officer; and all regulations affecting the accounts of such officer shall, so far as may be otherwise lawful, affect the accounts of the personal representatives of such officer.

Article 53.—If any person, being clerk to the board of guardians, treasurer, master of the workhouse, collector appointed by the guardians, or relieving or other officer of the said guardians, accountable under this Order, shall resign his office or be removed therefrom before the audit of his accounts shall have been held and closed, such person shall lay before the board of guardians, at a time to be fixed by them, a true and complete account of all moneys, matters, and things committed to the charge of, or collected, received, held, or distributed by such person on behalf of the union or any parish therein, in such form as he would have had to produce them before the auditor at the end of the current half year, if he had so long continued in office; and shall deliver over all balances, books, papers, matters, and things in his hands, to the board of guardians, or to the person whom they may appoint to receive the same; subject always to the liability of such person to account to the auditor at the next audit, and without prejudice to the power of the auditor to allow or disallow the account of such person or any charge therein, or to surcharge him in respect of any charge to which he might be liable.

Article 54. - Every person voluntarily undertaking to fulfil either wholly or in part the duties of any officer affected by this Order, shall, so far as relates to the accounts prescribed by this Order to be kept or presented by any such officer, keep and present such accounts in the same form and manner as any such officer is by this Order directed to keep and present such accounts.

Article 55.—The clerk shall, at all reasonable times, at the request in writing of any owner of property or ratepayer in

* By Order of January 17, 1868, addressed to the auditors of the several audit districts, the Poor Law Board dispensed with the transmission of copies to the guardians, and by an Order of March 3, 1869, the Board dispensed with the transmission at the close of the audit for each half year ending March 25, of the statements and certificates as to overseers' accounts.

† Article 51 was rescinded by the General Order of May 5, 1877, printed at p. 378, below.

the union, permit him to inspect the statements of the union or parish accounts in the possession of the guardians for the twelve months prior to the last audit.

And, in reference to the purchase and custody of books and papers for the accounts, we hereby Order and direct as follows :—

Article 56.—The proper books and papers of account for the clerk, the master of the workhouse, the medical officers, and the relieving and other officers of the union, shall be purchased by the board of guardians, and paid for out of their common fund. Those required for the overseers or collector of the parish shall be paid for out of the poor rate of the parish.

Article 57.—The books and papers of accounts belonging to the guardians in current use shall, except where special provision is otherwise made, remain in the custody of the proper officers accounting, and shall be produced and exhibited at the ordinary meetings of the guardians, and whenever else the board of guardians may require their production, as well as on other lawful occasions.

Article 58.—The books and papers of the guardians containing the accounts which are closed, shall be deposited for safe custody with such person, and at such place as the board of guardians may from time to time direct.

And, in reference to the meaning of certain words used in this Order, we hereby order and direct as follows :—

Article 59.—Whenever the word “overseers” is used in this Order, it shall be taken to mean overseers of the poor and churchwardens, so far as they are authorised or required by law to act in the management or relief of the poor, or in the collection or distribution of the poor rate in any parish, and to apply to the majority of the whole body of churchwardens and overseers or of the overseers only, as the case may be.

Article 60.—The term “collector” in the construing of this Order shall be taken to apply to any person appointed under any Act of Parliament, or any Order of the Poor Law Board, to collect the rates for the relief of the poor in any parish or parishes, whether such person shall be designated collector of poor rates or assistant overseer, or be called by any other name whatever, or the collector of the guardians, as the context shall require.

Article 61.—Whenever the word “parish” is used in this Order or in any other Order issued by the Poor Law Board, it shall be taken to apply to any place for which a separate poor rate shall or can be made or for which a separate overseer is or can be appointed.

Article 62.—The word “provisions” shall include all articles of food specified in the dietary tables or supplied in rations to

the officers and servants of the workhouse, or expressly ordered for any inmate upon the recommendation of the medical officer. The word "necessaries" shall include all articles supplied to any inmate specially, either by way of nourishment or as stimulant or in bodily relief, which are not entered in the Provisions Accounts.

Article 63.—The word "in-maintenance" shall apply to all the expense incurred in and about the maintenance, treatment, and relief of the paupers in the workhouse, exclusive of the repairs and furniture of the workhouse, and the salaries, remuneration, and rations of the officers and servants, but inclusive of the charges for apprentice fees, outfits, burials, and the necessary expenses incurred in the warming, cleansing, and lighting the workhouse, and otherwise keeping it fit for daily use. The word "out-relief" shall apply to the cost of all relief, schooling, and other expenses incurred in and about the paupers relieved out of the workhouse exclusive of the salaries of officers and the charges for relief stations.

Article 64.—Whenever the word "chairman" is used in this Order it shall be taken to mean any person acting as chairman for the time being.

Article 65.—Whenever in this Order any article is referred to by its number the article of this Order bearing the number referred to shall be taken to be signified thereby.

Article 66.—Whenever in this Order the word importing the singular number or the masculine gender only is used, it shall be taken to include and apply to several persons as well as one and to females as well as males, unless there be something in the subject or context repugnant to such construction.

Article 67.—For the purposes of this Order, except where otherwise provided, the year shall commence on the twenty-sixth* day of March in every year, and the period of the week shall be deemed to include the seven days which commence on the day in the week on which the meeting of the board of guardians is held, unless there be anything in the context inconsistent with such interpretation.

* But see the Order of September 8, 1903, printed at p. 537 below.

Schedule (A).
Containing the Forms of the Parish Accounts to be kept by the Overseers and Collectors.

Schedule (A).

Containing the Forms of the Parish Accounts to be kept by the Overseers and Collectors.

The Rate Book.

Form of heading to the "Rate."

An Assessment for the Relief of the Poor of the Parish of
 and for other purposes chargeable thereon, according to law, made this
 our Lord one thousand eight hundred and _____, after the Rate of
 _____ in the Pound.

_____ in the Count
 _____ day of _____, in the year of
 _____ in the Pound.

Arrears.		Rate.							Collection.									
Due, or if ex-posed, "ex-posed."	If exposed write the word "ex-posed."	Name of Occupier.	Name of Owner.	Description of Property rated.	Name or Situation of Property.	Esti-mated Extent.	Gross Esti-mated Rental.	Rate at-able Value.	Rate at in the Pound.	Amount of Rate assessed upon the Owner, in- stead of the Occupier, by virtue of the Statute or Sta- tutes in that behalf.	Re- cover- able Arrears of former Rates.	Total Amount to be collected.	Amount actually collected.	Recover- able Arrears at Amount balancing legally the Book. excused.	Irrecoverable at balancing the Book.	Otherwise not recoverable.	Causes.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	16.	17.	18.	19.
£ s. d.							A. R. P.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
TOTALS																		

**Form of Declaration
at the foot of the
"Rate."**

We declare that, adding the columns 11 and 12 together, the total of the above Rate amounts to the sum

**pounds
shillings and
pence**

We,
parents
and
teachers

of the above Rate to be true and correct so far as we have been able to ascertain them, to which end we have used our best endeavours ; or

We, the undersigned, do hereby declare that one of us, or some person on our behalf, has examined and compared the several particulars in the respective columns of the above Rate with the Valuation List made under the authority of the Union Assessment Committee Act of 1862, in force in *this Parish*, and the several hereditaments are, to the best of our belief, rated according to the value appearing in such Valuation List.

, Overgeer.

Overseer:

Churchwarden.

Churchwarden.

Overseers' Book of Receipts and Payments.

Union.

Parish of

The Overseers' Account for the Half Year ending the day of 186

Receipts.			Payments.		
Dates.	Items.	Totals.	Dates.	Items.	Totals.
<i>Memorandum.*</i> Rate allowed on day of on £ at per £1 - - - Arrears brought forward Total - - - Amount of Rate legally excused - - - Ditto ditto not recover- able - - - Amount collected - Balance - - -					

* Here insert the Amounts of the Rates made during this half year.

We declare the entries in the above Account and Memorandum to be true, just, and complete; and in verification thereof, we have hereunto subscribed our names, this day of 186 .

} Churchwardens.

} Overseers.

I find the Balance of this Account to be pounds shillings and pence, against (or in favour of, as the case may be) the Churchwardens and Overseers or the overseers, of which sum I find that has been paid by them to their Successors before this day.

Dated

Auditor.

NOTE.—This Account, as well as the Rate Books and other Accounts of the Overseers, must be made up and balanced and deposited for inspection *seven* clear days at least before the day fixed for the audit. See 7 & 8 Vict. c. 101. s. 33.

Balance Sheet of the Overseers' Receipts and Payments for the Half Year ended 186 .†

† The Form of Balance Sheet is now prescribed by the Order of September 8, 1903, printed at p. 537 below.

* *The Rate Receipt Check Book.*

Union. No. _____ No. _____	Union. No. _____ No. _____	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Receipt.</p> <p>Parish of _____ the _____ day of _____</p> <p>186 .</p> <p>Received of _____ in respect of the Poor</p> <p>the sum of _____ Rate of the above Parish, viz. :—</p> <p>Rate made the _____ day of _____</p> <p>186 on £ _____</p> <p>Assessment, at _____</p> <p>in the Pound . . .</p> <p>Arrear of former Rate _____</p> <p>Total . . .</p> <p>£ _____</p> </div> <div style="width: 45%;"> <p>Demand Note.*</p> <p>Parish of _____</p> <p>Mr. _____</p> <p>The Overseers of the Poor demand payment of the Poor Rate, made the _____ day of _____ 186 , and of the arrears of former Rates as below now due from you.</p> <p>Amount of Rate at _____</p> <p>in the pound . . .</p> <p>Total . . .</p> <p>Particulars of the Rate or purposes for which the above Rate has been made at _____ in the Pound respectively.</p> <p>(Signed) _____</p> </div> </div>
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* In all parishes comprising Agricultural land the forms of Rate Receipt Check Book and Demand Note are regulated by the Order of April 13, 1867, printed at p. 235, below.
 † State how much for relief of the Poor, for County or Borough Rate, for Highways, and other matters.

Form of Certificate to be signed by the Overseers.

We, the Overseers of the Poor of the (Parish or Township aforesaid), do hereby certify that we have examined this Receipt Check Book, and have ascertained the correctness of the numbering and the correspondence of the sums and names in such receipts with the Rate Book, and we certify that the Number of Receipts in this Book so filled up for this Rate amounts to*

Dated this _____

Day of _____

Signed _____

* Here state the Number in Words at Length.

Overseers. _____

The Instalment Rate Receipt Check Book.

Union. _____

Note. _____

Parish of _____ day of 186 .
Mr. _____
on account of Poor Rate.

No. _____

Instalment Receipt.

No.*

186 .

Parish of _____ the _____ day of _____
the sum of _____
on behalf of the above Parish, on account of Poor Rate now due.

£ _____

See Memorandum on the Note in the Rate Receipt Check Book.

(Signed)

Collector. _____

* These Numbers must correspond. They are not to be necessarily the same as in the Rate Receipt Check Book.

This part is to be retained by the Collector.

The Collector's Monthly Statement.

UNION.

Parish of	Month of		186 .
<i>Drs.</i>	The Ratepayers in account with the Collector.		<i>Crs.</i>
	£ s. d.		£ s. d.
Recoverable arrears, as per last month's statement -		Amount of Rates collected since last month's statement -	
Amount of Rate allowed on the day of . .		Ditto legally excused -	
		Ditto irrecoverable -	
		Ditto recoverable -	
Total -		Total -	
<i>Dr.</i>	The Collector in account with the Overseers.		<i>Cr.</i>
Balance (if any) in the Collector's hands, at the end of last month -	Initials of the Overseer.	Amount deposited with the Overseers -	
Amount of Rates collected since -		Or their Banker -	
		Ditto paid to the Treasurer by direction of the Overseers -	
Other sums than Rates collected since (viz.) -		Ditto paid to any other Authority with the like direction -	
		Balance (if any) in the Collector's hands -	
Total -		Total -	
Monies due in aid of the Poor Rates, but not yet collected.			
			£ s. d.

Dated 186 .

Received the

day of

18 .

Collector.

Clerk to the Guardians.

or

Overseer (as the case may be).

The statements received by the Overseers are to be preserved by them, and those received by the Guardians are to be preserved by the Clerk, and all are to be laid before the Auditor.

* Place for the Initials of the Overseer who, having received the money, receives this statement from the Collector.

Schedule

Containing the General Accounts of the Union,

The General

Union.

Fo.

Dr.

[illegible]

(1) When to any account any sum is debited, part of which is credited to one account, and the remainder to another or others, the several sums so credited are to be written in this column and their total in the next column. The several accounts to which such parts are credited to be written against them respectively, together with the requisite explanation in the column for "Corresponding Credit and Items."

Accounts and Audit :—Order of 1867, Forms. 335

Ledger Account.

Half Year ended

186 .

Cr. Fo.

Date.	Folio of Minute Book.	Folio of Corresponding Debit.		—	Totals.
			By Balance in favour of the Parish, } brought forward - . . . }	£ s. d. £ s. d. —	
			Payment to the Treasurer of the Union		
			" " "		
			" " "		
			" " "		
			Payment on auditor's certificate ordered to be credited to the Parish }		
			Income from Parish Property. viz. :—		
			Other receipts or credits stated in detail, as follows :—		
			Balance against the Parish		

The Relief Order Book.

Union.

Quarter ending

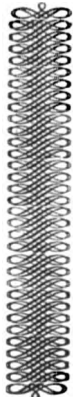
186 .

No. in the Application and Report Book (if any).	Name of Applicant.	Name of Relief District.	Where resident.	Relief ordered or allowed by the Board of Guardians.			For what Time ordered or allowed.	Other Orders of the Board (if any).
				Amount in Money.	In Kind.			
					Quantity and Description.	Value.		
				s. d.		s. d.		

Dated this day of 186 .
being for the week of the quarter Clerk.

The Order Check Book.

Union.

No.*	186 .	No.*	186 .	* 186 .
Mr.†		Mr.†		The Guardians of the Union.
†		Please to†		Drs. Tot†
				Date. Articles supplied or Work done.
				Total - - £

(Signature.) (Signature.)

* This No. may be consecutive for a quarter of the year, or for the half-year, or for the year, as the Guardians shall direct. Where no direction is given it shall continue for the whole year.

† Insert in these spaces the name of the tradesman, the goods to be supplied, and the place at which they are to be delivered, or the work is to be done, as the case may be.

NOTE.—This order, with the invoice or account in blank, is to be detached from the note thereof, and sent to the tradesman; the order is to be kept by the tradesman, and the invoice or account returned when the order is completely executed; a ticket being sent containing the like entries with every delivery, when there is more than one.

The particulars and price of the goods or work are to be inserted, and the invoice or account returned when the order is executed.

No. \$
Examined and }
entered - }
Master.
186 .
Correct. Clerk.

\$ This No. must be entered by the Master according to the order of the receipt, and be consecutive as in the Note* in the Order Check Book.

PAUPER CLASSIFICATION BOOK.

Paupers relieved in the Half Year ended

186

Numbers of the several Classes of Paupers relieved out of the Workhouse (not including Classes 22, 23, 24, and 25).		Out-door.
Able-bodied, or the Families of Able-bodied.		Not Able-bodied.
		Lunatics, Insane Persons, and Idiots.
		Summary of the preceding Columns of Out-door Paupers.
1	Adult Males (married or single) relieved in Cases of sudden and urgent necessity.	
2	Adult males (married or single) relieved in Cases of their own Sickness, Accident, or Infirmary.	
3	Adult Males relieved on account of Sickness, Accident, or Infirmary of any of the Family, or of a Funeral.	
4	Adult Males (married or single) relieved on account of want of Work, or other similar Causes.	
5	Wife.	
6	Families of Adult Males, in Columns 1, 2, 3, and 4, resident with the Father.	
7	Children under 16.	
8	Widows.	
9	Children under 16 dependent on Widows.	
10	Single Women without Children.	
11	Mothers.	
12	Illegitimate Children and their Mothers.	
13	Families relieved on account of Parent being in Gaol, &c.	
14	Wives.	
15	Families of Soldiers, Sailors, and Marines relieved.	
16	Wives.	
17	Resident Families of other non-resident Males relieved.	
18	Children.	
19	Males.	
20	Females.	
21	Children under 16 relieved with Parents. Orphans or other Children under 16 relieved without Parents.	
22	Males.	
23	Females.	
24	Children under 16.	
	Males.	
	Females.	
	Children under 16.	
	Males.	
	Females.	
	Children under 16.	
	Total.	
25	Vagrants relieved out of the Workhouse.	
26	Total relieved out of the Workhouse.	
B	Gross Total, being the Sum of Columns A. and B.	

~~Deduct~~

- 1st. The number of paupers whose names appear both in the In-door and Out-door Relief Lists
- 2nd. The number of paupers entered in the Relief Lists originally, but whose Relief has since been transferred to the Non-settled Poor Account.

Net Total of Paupers relieved in the Half Year

1 For the mode of ascertaining the numbers to be deducted on account of entries in both the In-door and
Out-door Relief Lists, see Article 28 of this Order.

¶ With regard to paupers transferred from the Relief List to the Account of Non-settled Poor, the Clerk shall call upon each Relieving Officer to give him information of any such cases which appear in his Relief List for the Half year.

[Statistical Statement.]

Statement* of the Numbers of the several Classes

Union.

Parishes.†	In-door.																Lunatics, Insane Persons, and Idiots.	Summary of the preceding Columns.																							
	Numbers of the several Classes of Paupers in the Workhouse (not including Classes 14, 15, 16, and 17).																																								
	Able-bodied and their Children.						Not Able-bodied.																																		
	Adults.			Children under 16, of Able- bodied Inmates.			Adults.			Children under 16.																															
	Married Couples.			Other Children.			Married Couples.			Of Parents not Able- bodied, being Inmates.						Adults.																									
	Males.	Females.	Other Males.	Other Females.	Illegitimate Children.	Other Children.	Males.	Females.	Other Males.	Other Females.	Illegitimate Children.	Other Children.	Orphans or other Children relieved without Parents.	Males.	Females.	Children under 16.	Males.	Females.	Children under 16.	Total.																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																										
Total																																									
Lunatics in Asylums																																									
Licensed Houses and registered Hospitals																																									
Paupers in Hospitals out of the Union																																									
Children in Certified or Licensed Schools																																									
Non-resident Paupers																																									
Total																																									
As compared with the corresponding Half Year of last Year																																									
Increase																																									
Decrease																																									
The No. of each Class relieved on the 1st of																																									
First Quarter.																					Second Quarter.																				
Names of Workhouses.																					Names of Workhouses.																				
Classes of Paupers in each Workhouse.																					Classes of Paupers in each Workhouse.																				
No. of In-door Paupers in each at the commencement of the Quarter.																					No. of In-door Paupers in each at the commencement of the Quarter.																				
No. of Births in the Quarter in each.																					No. of Births in the Quarter in each.																				
No. admitted during the Quarter in each.																					No. admitted during the Quarter in each.																				
No. discharged during the Quarter in each.																					No. discharged during the Quarter in each.																				
No. of Deaths during the Quarter in each.																					No. of Deaths during the Quarter in each.																				
No. of In-door Paupers at the end of the Quarter in each.																					No. of In-door Paupers at the end of the Quarter in each.																				

* This Statement is to be made up from the Pauper Classification Book, and must show the number of persons relieved in the Half Year both in and out of the Workhouse, including those who have received Medical Relief only. Lunatics, Paupers in Hospitals, Children in Authorised Schools, and Non-resident Paupers must be ascertained from the Minute Book, or the accounts in the Ledger relating thereto, if not shown by the Relieving Officers' Accounts.

† This column must contain the names of the Parishes from which the Paupers have been admitted into the Workhouse, or in which the Paupers were residing when they first received relief during the Half Year.

186 .

Outdoor.

Numbers of the several Classes of Paupers relieved out of the Workhouse (not including Classes 22, 23, 24, and 25).

Able-bodied or the Families of Able-bodied.		Not Able-bodied.	Unlabeled, Invalid, Paupers, and Idiots.	Summary of the preceding Columns of Outdoor Paupers.
1	Adult Males (married or single) relieved in Cases of sudden and urgent Necessity.			Adults.
2	Adult Males (married or single) relieved in Cases of their own Sickness, Accident, or Infirmary.			
3	Adult Males relieved on account of Sickness, Accident, or Infirmary of any of the Family, or of a Funeral.			Total.
4	Adult Males (married or single) relieved on account of want of Work, or other Causes.			
5	Wife.			Children under 16.
6	Families of Adult Males in Columns 1, 2, 3, and 4, resident with the Father.			
7	Children under 16.			Total.
8	Widows.			
9	Single Women, without Children.			Total.
10	Mothers.			
11	Illegitimate Children and their Mothers.			Total.
12	Wives.			
13	Families relieved on account of Parent being in Gaol, &c.			Total.
14	Children.			
15	Wives.			Total.
16	Families of Soldiers, Sailors, and Marines relieved.			
17	Wives.			Total.
18	Resident Families of other non-resident Males relieved.			
19	Children.			Total.
20	Males.			
21	Females.			Total.
22	Children under 16 relieved with Parents.			
23	Orphans or other Children under 16 relieved without Parents.			Total.
24	Males.			
25	Females.			Total.
26	Children under 16.			
27	Males.			Total.
28	Females.			
29	Children under 16.			Total.
30	Total.			
31	Vagrants relieved out of the Workhouse.			Total.
32	Total relieved out of the Workhouse.			
33	Gross Total being the Sum of Columns A. and B.			Total.
34	Deduct Persons relieved, both Indoor and Outdoor, and included twice in Column C. also Persons whose Relief has been transferred to Non-settled Poor Accounts.			
35	Net Total of Persons relieved.			

Number of different Cases attended by the Medical Officers in each District and in the Workhouse in the Half Year.

Name of Medical Officer.	District or Workhouse.	Number of Cases.

Dated this day of 186 .

Clerk.

Dated this day of 186 .

Auditor.

* This column is to contain the total numbers to be deducted from the gross total for each parish.
 * This column is to contain the net total for each parish.

Parishes.	Receipts.		Balance against each Parish at the end of this Half Year.		Total.		Balance against each Parish at the commencement of this Half Year.		Total.		Expenditure.		Balance in favour of each Parish at the end of this Half Year.		Total.		Amount of the Rateable Value upon which the Contributions have been calculated.		Particulars of Common Charges.		Outstanding Liabilities of the Guardians at the end of the Half Year.	
	Contributions paid during this Half Year.	All other Receipts.	Balance against each Parish at the end of this Half Year.	£. s. d.	£. s. d.	£. s. d.	Balance against each Parish at the commencement of this Half Year.	£. s. d.	£. s. d.	£. s. d.	Common Charges.	Separate Charges.	Workhouse Loan and Interest repaid*.	County Rate.	Balance in favour of each Parish at the end of this Half Year.	£. s. d.	£. s. d.	£. s. d.	In maintenance Out-Relief (including Non-resident Relief) Paupers in Hospitals and Schools Lunatics in Asylums Registered Hospitals or Licensed Houses Criminal Lunatics Salaries or other Remuneration of Officers Officers' Rations Superannuation Allowances Extra Medical Fees Emigration Vaccination Registration Legal Expenses Other Charges, viz :—†	£. s. d.	Creditor's Name or Description.	Description of the Claim.†
Total																						
Common Fund Receipts :—				£. s. d.																		
Gross Total																						
Expenditure of correspond- half of last year																						
As compared with Expenditure of corresponding half of last year.	Increase																					
	Decrease																					

* Apportioned according to the averages at the time when the Loan was effected.
† These are to be set out in as much detail as can be conveniently adopted.

† In cases of outstanding Loans the Balance of the Principal and the Interest, if any be due, should be entered separately.

Clerk.
Auditor

day of
18 .
day of
18 .

Schedule (D).

Containing the Form of the Treasurer's Book.

Union.

Account of Receipts and Payments on behalf of the Guardians of the
Union for the half year ended day of 186 .

day of 186 .

Treasurer.

[illegible]

Note.—This account is to be balanced at the end of every quarter, and the balance signed by the Treasurer.

Schedule (E).

Containing the Forms of the Workhouse Accounts to be kept by the Master of the Workhouse.

The Inventory Book.

Union.

Master.

[illegible]

* A separate page is to be devoted to each office, room, or apartment, and in this space is to be inserted the name of the office, room, or apartment to which the page is appropriated.

† Under the head "Bedding" are to be entered mattresses, beds, blankets, sheets, and rugs, and under "House Linen" are to be entered tablecloths and towels.

A blank space should be left at the end of the account for each apartment or division for the insertion of new articles.

Notes of articles transferred to other parts of the house, condemned, or disposed of, should be made as soon as the same takes place, and the new purchases should be punctually entered so as to represent the exact state of the house in reference to the articles to be entered in this book at all times.

ADMISSION AND DISCHARGE BOOK
AND
IN-DOOR RELIEF LIST.

Master of the Workhouse at

Discharged.					Whether searched on Admission, and if so, what, if anything, found.†
At what Hour of the next Day discharged.*	Whether set to work.	If not, why ?	What work done.	To what place going.	

Parish of* _____.

186

Master of the Workhouse at

Number of Days in the House in each Week.		Totals for the Half Year.
Name of Pauper.		
1st Week.		
2nd Week.		
3rd Week.		
4th Week.		
5th Week.		
6th Week.		
7th Week.		
8th Week.		
9th Week.		
10th Week.		
11th Week.		
12th Week.		
13th Week.		
14th Week.		
15th Week.		
16th Week.		
17th Week.		
18th Week.		
19th Week.		
20th Week.		
21st Week.		
22nd Week.		
23rd Week.		
24th Week.		
25th Week.		
26th Week.		
27th Week.		
Total Days for each Week.		

4 This should be the Parish from which the Pauper, or in case of a child born in the Workhouse from which its mother, was admitted.

Union.		The Master's Day Book.				Master of the Workhouse at			
		Invoices.							
Date.	No. of Order.	No. of Invoice or Bill.	Name.	Trade.	Provisions.	Clothing.	Furniture and Property.	Necessaries.	Repairs.
					£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Total									

The money columns should be added up weekly.


Summary of the Master's Day Book for the Quarter ending 186 .
Master of the Workhouse at

Union.		Names or Trade.				Account charged.			
No. of the Week.					Total.	Provisions.	Clothing.	Furniture and Property.	Repairs.
1 -	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
2 -									
3 -									
4 -									
5 -									
&c.									
13 -									
Totals -									

The Master's Book of Receipts and Payments.

[illegible]

Master's Receipt Check Book.

No. _____ Union. _____ day of _____ 186 ____ Mr. _____ For _____		No. _____ Union. _____ day of _____ 186 ____ Received of _____ the sum of _____ on behalf of the above-named Union, in respect of _____	No. _____ Union. _____ day of _____ 186 ____ Received of _____ the sum of _____ on behalf of the above-named Union, in respect of _____
--	---	---	---

Union

Master of the Workhouse at

Breakfast.										Dinner.										Supper.									
Deduct					Prepared Provisions.					Deduct					Prepared Provisions.					Deduct					Prepared Provisions.				
Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	Pints each.	Each.			Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	Each.			Total Numbers.	Sick.*	Absent.	Net Numbers.	oz. each.	lb. oz.	Each.				
Class.	(1)									Class.									Class.										
1										1									1										
2										2									2										
3										3									3										
4										4									4										
4a										4a									4a										
5										5									5										
6										6									6										
7										7									7										
8										8									8										
8a										8a									8a										
9										9									9										
Vagrants																													
Totals (2)										Totals									Totals										
Quantities of the several principal Articles in their unprepared state taken from the Stores to supply the above Meals.(3)																													
Waste (if any)																													

(1) The names of the articles prescribed in the Dietary are to be inserted.

(2) The total quantities on this line represent the quantities of the several articles of prepared provisions required for each meal.

(3) The quantities of the several principal articles in their unprepared state, necessary to supply the quantities of prepared provisions so required, are to be entered under the quantities of prepared provisions for each meal, and carried to the "Weekly Provisions Consumption Account." Here also the Master may enter the allowance which he claims for waste, arising out of the preparation or distribution of the provisions; and in the case of meat, out of the weight of bone.

* Those only of the Sick who have not the ordinary diet are to be deducted.

† On this line are to be placed such of Class 5 as have larger allowances than the Diet Table gives, on account of their being employed as nurses or in the household work or such paupers as receive peculiar allowances under the Medical Officer's advice without being entered on the Sick List.

Weekly Provisions Consumption Account. The
the Quarter ending

186 .

Week of

Union.

Master of the Workhouse at

Date.	Day of the Week.	Meal.	Consumed by the Paupers.				Taken from the Stores for the Officers and Servants of the Workhouse.(1)	Number of Paupers in the House during the Day.	Number of Members of the Estab- lishment.
			lb. oz.	lb. oz.					
		Breakfast-							
		Dinner -							
		Supper -							
		Breakfast-							
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Balance of the Provisions Account for

Union.

Articles.	Stock brought forward.	Price.	Cost of stock brought forward.	New Stock.	Price.	Cost of New Stock.	Total Cost of New Stock, and Stock brought forward.
		<i>s. d.</i>	<i>£ s. d.</i>		<i>s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>

Submitted to day of

Member of the Visiting Committee this 186 ,

Clothing Materials Receipt

Union.

[illegible]

* A separate Account is to be kept of each article, and the name of the article is to be entered at the head of the page.

The entries are to be made in the true order of time according as the articles are received and converted; and the account is to be made up and balanced every half year.

186 .

Master of the Workhouse at

[illegible]

(Signed)

and Conversion Account.

Master of the Workhouse at

(*)

Date.	Converted. Into what	Quantity used.	Folio of Clothing Receipt and Expen- diture Book, or of Inventory Book.

(Signed)

Sheets, bedding, and house linen are to be entered in the Inventory. These articles of clothing into which the materials are converted are to be carried to the Clothing Receipt and Expenditure Account in the proper columns.

Parish of

Relieving Officer of the

District.

Names of Applicants, their Wives, and Children, under 16 dependent on them.		Age.		Residence, where, or with whom.		How long resident in the Union without Relief or Interruption.		Calling or Occupation.		If Adult, whether Single, Married, Widower, or Widowed; If Child, whether Orphan, Deceased, or Illegitimate.		If ordinarily Able-bodied.		If partially Disabled, or wholly Disabled, and the Description of Disability.		Regular or Temporary Relief and Medical Relief only.		* If receiving Amount stated, to be described, and the Nature of Application, or Contribution, or otherwise, such as Pensions, Government Pensions, from Clubs, Charitable Institutions, or what Relief any other, and what Relief Regular or Temporary Relief and Medical Relief only.		Present Cause of seeking Relief, or Nature of Application.		Observations and Names of Relations liable by Law to relieve the Applicant, distinguishing those apparently capable of assisting the Applicant.		Present Weekly Earnings, or other Income of Applicant and Family dependent on him or her.		Date of last Visit at the Residence of the Pauper.		Reported as given by Overseers.		Given by Relieving Officer.		Value.		Date when given.		Money.		Quantity and Description.		Relief ordered by Guardians.		Other Orders of the Board of Guardians.		Date when Order made.		Initials of Chairman or Clerk.		Observations.	
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* This must be the Parish in which the Pauper is residing when the Application is made, or that in which the Application is made where there is no such Residence.

Instructions to the Relieving Officer for filling up the Application and Report Book.

- The names of individuals comprised in families seeking relief must be inserted in the List in succession, thus —
 John Smith, Father.
 Rachel Smith, his Wife } . . . Children { Anne,
 with the requisite particulars of each member of each family placed opposite his name in the proper column.
- If the age be not exactly known, it must be given as correctly as may be.
- In setting down the calling of the applicant for relief, the name of the particular branch of labour which he has exercised must be inserted, thus:—"Agricultural labourer," "Thatcher," &c. In like manner the callings of the relations of the applicant who may be liable to contribute to his or her maintenance should be stated. In the case of children the parents' calling must be inserted.
- Care must be taken to inquire closely into the causes of the applications for relief, and to insert a correct statement of them.
- In specifying the cases of the applications for relief by able-bodied labourers, where the application is founded on the loss of work name the particular sort of work.
- In specifying the case of those applications for relief of children who become chargeable from the neglect or inability of their parents to provide for them, specify the nature of the inability or other cause:—"Father's insanity," "Father's inability to obtain work," "Father absent from home," "Father impotent," &c.
- In cases of applications arising from infirmity of mind or body, designate the nature and extent of the infirmity, as "Lunatic," or "Idiot," or "Deaf and Dumb," or "Crippled in the hand or foot, or helpless from old age."

B B 2

District.[illegible]

as person is on no account to be entered twice in the half year, either in the money or statistical portion of this Relief Lists, shall be some alteration in the circumstances of the case.

column headed "Name of the Pauper," the name of the head of the family alone is to be inserted.

number of each class of paupers actually relieved on the first of January and on the first of July is to be shown at the end of the Out-door Relief List, a portion of the list being set apart and ruled for that purpose. By persons in the receipt of so particulars days is meant not only persons to whom the relief is actually given on either of these days, but persons whose for any period which includes either of these days.

also marked (a), being the quarterly totals of the relief in money and kind, will answer to the cross-castings of the previous "weekly Totals." The final totals marked (b) will be the amount of the two quarterly totals; the column of totals for the half obtained by cross-casting for each pauper the quarterly totals in money and kind respectively.

relief in kind is administered through the medium of Tickets upon Tradesmen, all relief out of the cash in the Relieving List, whether in money or articles of necessity, is to be entered as money. Relief given from the Workhouse stores should be

*Out-door Relief List.**Alternative Form for the Money Portion.*

Parish of _____ Union. _____ Half Year ending 186 . _____ District.

Relieving Officer of the

District.

Name of the Pauper.	1st Week ending		2nd Week ending		3rd Week ending		4th Week ending		5th Week ending		6th Week ending		7th Week ending		8th Week ending		9th Week ending		10th Week ending		11th Week ending		12th Week ending		13th Week ending		Totals for the first Quarter.		1st Week ending		2nd Week ending		3rd Week ending		Totals for the second Quarter.		Totals for the Half Year.				
	In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		In Money.		In Kind.		
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.		
Clerk's Initials .	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	Correct.	
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
(2)																																									

Union. _____ Week ending _____ District.

Out-door Relief List for Vagrants.

Relieving Officer of the

District.

Date.	Name of Vagrant, Wife, and Children.	Age.	Ordinary Occupation or Trade.	Place of Birth of Vagrant, if known.	Where come from this Day.	Where going to.	Parish where the Application is made.	Nature of Relief.	Cost.	Observations.
									s. d.	

Summary for the Week ending as above :—Men ; Women ; Boys ; Girls ; Total
Relieving or Assistant Relieving Officer.
(Signed)

Abstract of the Out-door Relief List.

Union												Relieving Officer of the District.										District.									
Names of Parishes	1st Week.	2nd Week.	3rd Week.	4th Week.	5th Week.	6th Week.	7th Week.	8th Week.	9th Week.	10th Week.	11th Week.	12th Week.	13th Week.	14th Week.	15th Week.	16th Week.	17th Week.	18th Week.	19th Week.	20th Week.	Totals	Clerk's Initials									
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.		£ s. d.								
Totals																															
Clerk's Initials																															

The Relieving Officer's Receipt and Expenditure Book.
 Week of the Quarter ending 186
 District. Union.
 Relieving Officer in account with the Board of Guardians of the

Dr.	Cr.	
Date.	To be charged to the Common Fund of the Union, or to some other Union or Parish.	
	£ s. d.	£ s. d.

Summary of Receipts and Expenditure for the Quarter ended 186 .

Union _____ Relieving Officer of the _____ District.

(To be entered immediately after the Account for the last Week of every Quarter in the Relieving Officer's Receipt and Expenditure Book.)

Dr.	Money.		Kind.	Cr.	
	£	s. d.		£	s. d.
Balance brought forward	-	-			
As per Receipt and Expenditure Book 1st week					
2nd "					
3rd "					
4th "					
5th "					
6th "					
7th "					
8th "					
9th "					
10th "					
11th "					
12th "					
13th "					
Totals (1)					
Unions and Parishes charged with Relief to Non-settled Poor, as per Out-Relief List, viz. :-					
Totals (2)					
Sums of Totals (1) and (2) respectively					
Balance in hand at the end of the Quarter					
				(A)	
					(B)

The totals marked (A) and (B) respectively must correspond. The totals of the expenditure in money in respect of the relief of the settled and non-settled poor, with the balance in hand (if any), will give the total marked (A), and those of the relief in kind will give the total marked (B), on the credit side of this account.

* The *Partials* here mean the Parishes of the Union in which the Paupers reside, and the Amount expended in each Parish is to be shown.

SCHEDULE (G).

Audit District.

A Statement of the Auditor,

in reference to the Books of the _____ Union, for the Half-year
ended _____ 186 .

As to the Books required to be kept by the Clerk,

Mr. _____

By the Treasurer,

Mr. _____

By the Collector of the Guardians,

Mr. _____

Observations.

	Clerk.
Minute Book.	
General Ledger.	
Non-settled Poor Ledger.	
Parochial Ledger.	
Relief Order Book.	
Order Check Book.	
Pauper Classification Book.	
Petty Cash Book.	
	Treasurer.
The Treasurer's Book.	
	Collector of the Guardians.
The Collector's Book.	

The Audit of the above Books was concluded the _____ day of _____ 186 .

Auditor.

Date _____ 186 .

Against the name of any Book contained in this Statement which is not kept at all, or is imperfectly kept, the Auditor is to write in the former case "not kept," and in the latter "imperfectly." In case of any Book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the Auditor considers requisite.

Audit District.

A Statement of the Auditor,

in reference to the Books of the _____ Union, for the Half-year
ended _____ 186 .

As to the Books required to be kept by the Master of the Workhouse,
Mr. _____

Inventory.	
Admission and Discharge Book.	
In-Door Relief List.	
Abstract of In-Door Relief List.	
Master's Day Book.	
His Receipt and Payment Book.	
Quarterly Summary of Day Book.	
Master's portion of Workhouse Medical Relief List.	
Daily Provisions Consumption Account.	
Weekly Provisions Consumption Account.	
Provisions Receipt and Consumption Account.	
Quarterly Summary of Provisions received and Consumed.	
Quarterly Balance of Provisions Account.	
Clothing Materials Receipt and Conversion Account.	
Clothing Receipt and Expenditure Account.	
Clothing Register Book.	
Necessaries and Miscellaneous Account.	
Quarterly Summary of the Necessaries and Miscellaneous Account.	
Quarterly Balance of the Necessaries and Miscellaneous Account.	

The Audit of the above Books was concluded the _____ day of _____ 186 .

Auditor.

Date _____ 186 .

Against the name of any Book contained in this Statement which is not kept at all, or is imperfectly kept, the Auditor is to write in the former case "not kept," and in the latter "imperfectly." In case of any Book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the Auditor considers requisite.

_____ Audit District.

A Statement of the Auditor,

in reference to the Books of the Officers of the _____ Union

for the Half-year ended 186 .

As to the Books required to be kept by the Relieving Officer.

Mr.

Observations.

Application and Report Book.	
Out-door Relief List.	
Out-door Relief List for Vagrants.	
Abstract of Out-Relief List.	
Receipt and Expenditure Book.	
Quarterly Summary of Receipts and Expenditure.	

The Audit of the above Account was concluded the day of 186 .

Auditor.

Date 186 .

Against the name of any Book contained in this Statement, which is not kept at all, or is imperfectly kept, the Auditor is to write in the former case "not kept," and in the latter "imperfectly." In case of any Book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the Auditor considers requisite.

Audit District.

A Statement of the Auditor,

in reference to the Books of the Parish of

in the _____ Union, for the Half-year

ended

186 .

As to the Books required to be kept by the Overseers, Assistant Overseer,
or Collector.*

Mr.

(Address.)

Appointed under the authority of

†

Observations.

Rate Book.	
Receipt and Payment Book.	
Rate Receipt Check Book.	
Collecting and Deposit Book.	
Monthly Statements.	
Unpaid Rates Statement.	

The Audit of the above Books was concluded the _____ day of _____ 186 .

Auditor

Date

186 .

Against the name of any Book contained in this Statement which is not kept at all, or is imperfectly kept, the Auditor is to write in the former case "not kept," and in the latter "imperfectly." In case of any Book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the Auditor considers requisite. He is also to report whether any paid officer has in any respect disobeyed, neglected, or departed from any of the regulations of this Order applicable to his office.

* Retain one of these Names, as the case may be.

† Insert whether under an Order of the Poor Law Commissioners or Poor Law Board (and if so, the date) or under the Statute 59 G. 3, c. 12, or other Statute.

_____ Audit District.
_____ Union.

To the Poor Law Board.

CERTIFY that I have audited the accounts of the guardians of the _____ Union, and of their several officers, and of the overseers and officers of the several parishes therein, and have carefully examined all the books required by the Orders of the Poor Law Board to be kept, and find no defect in the books required to be kept by the following paid officers :—

Office.	Name.	Office.	Name.

Audited completed this _____ day of _____ 18 _____.

Auditor.

Date 186 _____.

Audit District.

Statement in reference to Officers' Securities required to be produced at the audit next after the 25th day of March, 186 _____ in the _____ Union.

Name. of the Union and Parishes.*	Name of every Officer† required to give Security.	Under what Authority appointed.	Office.	Whether the Security was pro- duced.	Whether any Certifi- cate or Proof was produced that each Surety is living, and is not Bankrupt or Insolvent, or that the Security was other- wise in force.	Observa- tions.

Auditor.

Dated 186 _____.

*The officers of the union should be placed first in order.

† This term applies to every officer so required to give security whose salary has been allowed or entered in any account at this audit, whether of the union or any parish therein.

Schedule (H) containing the Names of the Unions to which the foregoing Order refers.

[This schedule, which contains the names of most of the then existing unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this fourteenth day of January, in the year One thousand eight hundred and sixty-seven.

*Gathorne Hardy, President.
S. H. Walpole.
B. Disraeli.*

*Ralph Earle,
Secretary.*

ORDER OF THE POOR LAW BOARD, DATED NOVEMBER, 15, 1867, AS TO COLLECTORS OF RATES.

[This Order is printed under the sub-title officers.]

ORDER OF THE POOR LAW BOARD, DATED FEBRUARY 16, 1869, RESPECTING CERTIFICATES OF VISITING COMMITTEES AS TO STOCK IN STORE.

To the Guardians of the Poor of the several Unions and Parishes named in the Schedules (A) and (B) annexed;—

And to all others whom it may concern.

Whereas by a General Order bearing date the fourteenth day of January One thousand eight hundred and sixty-seven,* addressed to the unions named in the Schedule (A.) hereunto annexed, and by sundry other Orders dated subsequent thereto, respectively addressed to the union and parishes named in the Schedule (B.) hereunto annexed, the Poor Law Board made certain regulations in regard to the keeping of the accounts of the officers of such unions and parishes, and, among others, of the master of the workhouse.

And whereas the said board required the master of the workhouse to keep a certain account, which is termed therein "A Quarterly Balance of the Provisions Account," which should be submitted to the visiting committee or some member thereof when made up and balanced, who should enter

* Printed at p. 301 above.

a memorandum at the foot of the account, certifying to the same having been submitted to them or one of them.

And whereas a similar provision is made in respect of the "Clothing Materials Receipt and Conversion Account," the "Clothing Receipt and Expenditure Account," and the "Quarterly Balance of the Necessaries and Miscellaneous Account," all being accounts required by the said Orders to be kept by the master.

And whereas in the forms of such accounts, set forth in the schedules annexed to the said Orders, the certificate referred to is set forth in the following words:

"Submitted to _____ members of the Visiting Committee,
this _____ day of _____, and found to be
correct."

(Signed) _____

And such certificate is deemed to apply to all the entries in the said accounts, which is contrary to the intention of the board in prescribing the regulations aforesaid.

Now, therefore, we, the Poor Law Board, under the authority of the statutes in that behalf made and provided, hereby alter the said several Orders in this respect, and hereby order, that henceforth the said certificate shall be framed as follows; that is to say,—

"Submitted to _____ member of the Visiting Committee
this _____ day of _____ 18 _____, and found to
be correct as regards the stock remaining in store.

(Signed) _____

Provided, that if it be found necessary to make any addition to this certificate in respect to any article, matter, or materials in which the entry made by the master is not, in the opinion of the member or members signing the same, correct, the master shall in such case lay the book containing such addition and certificate before the board of guardians at their next meeting.

Schedules (A.) and (B.) to which the foregoing Order applies.

[These schedules, which contain the names of most of the then existing unions and parishes are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this sixteenth day of February, in the year One thousand eight hundred and sixty-nine.

George J. Goschen, President.

H. A. Bruce.

Robert Lowe.

Arthur W. Peel,
Secretary.

ORDER OF THE POOR LAW BOARD, DATED JUNE 27, 1870,
AS TO THE PUBLICATION OF FINANCIAL STATEMENTS
AND THE EXPENSES OF DEPUTATIONS.

To the Guardians of the Poor of the several Unions
named in the Schedules hereunto annexed ;— .

And to all others whom it may concern.

Whereas by General Orders bearing date respectively the fourteenth day of January One thousand eight hundred and sixty-seven,* the ninth day of September and the thirteenth day of December one thousand eight hundred and sixty-nine the thirteenth day of May one thousand eight hundred and seventy, and by sundry other Orders respectively addressed to the guardians of the several unions set forth in the schedules hereunto annexed, it is, among other things, provided that the clerk to the board of guardians shall at the close of each half-year, prepare in duplicate, from the accounts of the union—1. A statistical statement showing the number of paupers of all classes actually relieved in the course of the last half-year, and the other particulars, according to the form and directions in a schedule to the said Orders set forth ; and—2. A Financial statement, showing the account of the receipts and expenditure of the union for the last half-year, together with the then outstanding liabilities, in the form in the said schedule set forth ; which statements the clerk is required to submit to the auditor at the time of his auditing the union accounts ; and it is further provided that the auditor, if satisfied of the correctness of such statements, shall sign the same ; and that the clerk shall then transmit one copy of each statement to the Poor Law Board, and preserve the other copy for the board of guardians.

And whereas provision is also made in the said Orders for the preparation of a statement, which is termed "The Parochial List and Statement of Account," and contains the several matters set forth in the said Orders, a copy of which list and statement is thereby required to be made out and delivered to the overseers of the parish in the union to which it relates, to be laid before the vestry, and to be preserved with the parish papers.

And whereas it is expedient that the guardians should be empowered to give greater publicity to these statements and lists.

Now, therefore, we, the Poor Law Board, acting under the authorities given in and by the statutes in that behalf made and provided, do hereby order that the guardians of any union named in the schedules hereunto annexed may, as and when they see fit, cause such statements and lists, or any parts thereof to be printed, and to be circulated among the rate-payers of the several parishes in the union, or to be advertised in some newspaper or newspapers circulating within the union,

* Printed at p. 301 above.

and charge the reasonable costs incurred in the preparation, printing, circulating, or advertising of the same upon the common fund of the union.

And whereas it is expedient to make provision for occasional communication in person between boards of guardians and the Poor Law Board, and for preventing unreasonable expenditure thereon; now, therefore, we do hereby further Order that when any board of guardians shall deem it advisable to confer with the Poor Law Board upon any matter connected with the relief of the poor in their union, or arising out of the discharge of any duty imposed upon them by law, and shall, after notice in writing sent to every guardian of the union, resolve to send a deputation to confer with the said board upon such matter as aforesaid, a copy of the said resolution shall forthwith be forwarded to the Poor Law Board, and if the said board, upon receipt thereof shall appoint a time for the reception of such deputation, the auditor of the district comprising the union may allow the reasonable costs, properly verified, of such deputation to the extent of three members, together with the clerk, acting, or assistant clerk, and no more, as a charge upon the common fund of the union.

When the Poor Law Board shall require the attendance of any such deputation, or when the deputation shall attend upon any matter of emergency, which in the opinion of the Poor Law Board may demand immediate attention and personal communication, the notice required in the preceding paragraph to be given to the guardians may be dispensed with.

When the guardians send a deputation to any other body or authority than the Poor Law Board in respect of any matter affecting their union, which they are empowered by law to require into or to report upon or to discuss, the same notice as aforesaid shall be given, and the same limitation as to the number of members to form the deputation as aforesaid shall be observed, unless the board of guardians shall, by special resolution, setting forth the grounds of the exception, to be duly entered on their minutes, appoint a large number of members to form the deputation.

First Schedule, containing the names of the Unions to which the foregoing Order refers, included in the General Orders.

[These schedules, which contain the names of most of the then existing unions, are not here printed, as they have been largely modified by subsequent Orders. Several of the unions have been dissolved and the names of others have been changed, and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.]

Given under our hands and seal of office, this twenty-seventh day of June, in the year One thousand eight hundred and seventy.

George J. Goschen, President.

H. A. Bruce.

Robert Lowe.

Arthur W. Peel,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED FEBRUARY 2, 1872, AS TO COLLECTION OF POOR RATES.

[This Order is printed under the sub-title "Guardians :—Officers," at p. 156 above.]

ORDER OF THE LOCAL GOVERNMENT BOARD DATED MAY 5, 1877, AS TO OFFICERS' SECURITIES : ALTERING PROVISIONS OF GENERAL ACCOUNTS ORDER OF JANUARY 14, 1867,* AS REGARDS AUDITORS' REPORTS.†

To the Auditors of the several Audit Districts named in the Schedule A to this order :—

To the Guardians of the Poor of the several Unions named in the Schedule B to this Order :—

And to all others whom it may concern.

Whereas by a General Order of the Poor Law Board bearing date the 14th day of January, 1867,* addressed to the guardians of the poor of the several unions named in the schedule thereunto annexed, the Poor Law Board made certain regulations as to the keeping and auditing of the accounts of the guardians and their officers, and the examination by the auditor of the securities of such officers ;

And whereas it is required by Article 51 of the said Order that the auditor shall, at the close of every audit of the accounts of the union next after the 25th day of March in every year, transmit to the Poor Law Board a certain statement in reference to the securities of officers, and deliver a copy thereof to the board of guardians ;

And whereas it is expedient that the Article above cited should be rescinded, and other provisions made as herein-after set forth :

Now, therefore, we, the Local Government Board, in pursuance of the powers given by the statutes in that behalf, hereby Order as follows :

Article 1.—The Article numbered 51 in the above-recited General Order is hereby rescinded.

Article 2.—The auditor shall, at the close of every audit of the accounts of the union next after the 25th day of March in every year, transmit to the guardians a statement in the form in the Schedule (G.) to the above-recited General Order, setting forth the name of each union officer, collector of poor rates, vestry clerk, and other officer in the union required to give security, and whether such security, together with any certificate of proof, that each of the securities therein named is living and is not bankrupt or insolvent, was produced to him

* This Order was Gazetted May 8, 1879.

† Printed at pp. 301-374 above.

at such audit, or the security is otherwise in force; and also in the column headed "Observations," stating any defects which he may discover in such securities.

Schedule A.

Audit Districts

[*This schedule, which contains the names of the audit districts comprising the unions named in Schedule B. is not here printed, as the audit districts have since been completely re-arranged.*]

Schedule B.

Unions.

[*This schedule, which contains the names of most of the then existing unions, is not here printed, as it has been largely modified by subsequent Orders. Several of the unions have been dissolved, and the names of others have been changed and General and Special Orders containing similar provisions have been issued to numerous other unions and parishes.*]

Given under the seal of office of the Local Government Board, this fifth day of May, in the year One thousand eight hundred and seventy-seven.

G. Slater-Booth,
President.

H. M. Lambert,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED MARCH 20, 1879, AS TO RATE ACCOUNTS.*

39 & 40 Vict. c. 61, s. 37.

To the Overseers of the Poor of every Parish in England and Wales:—
And to all others whom it may concern.

Whereas by Section 37 of the Divided Parishes and Poor Law Amendment Act, 1876 (39 & 40 Vict. cap. 61), which was passed on the 15th day of August, 1876, it is enacted as follows:—

"From and after the twenty-fifth day of March next, when an overseer shall make and levy any rate or assessment which is not now subject to be audited by the district auditor, or by any auditor or auditors appointed under or by virtue of the Metropolis Local Management Act,†

* This Order was Gazetted March 29, 1879.

† The Metropolis Management Act, 1855 (18 & 19 Vict. c. 120).

such rate or assessment, and the accounts relating thereto, shall be submitted by him, and by the collector thereof, if any, to the said auditor, in the like manner, and with the like incidents, consequences, liabilities, and power of appeal as in the case of the Poor Rate made by such overseer; and every other audit of every such rate assessment, if any, shall cease."

"And the Local Government Board shall have the same power to make orders to regulate the keeping of such accounts as they have in regard to other local rates."

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, hereby order as follows:—

Article 1.—In every case in which, after the twenty-fifth day of March, One thousand eight hundred and seventy-nine, any rate as defined in this Order shall be made and levied by overseers in any parish or any part thereof, the following regulations shall be observed, except in so far as we may from time to time assent to any departure therefrom.

Article 2.—In this Order—

"Rate" means any rate or assessment coming within the provisions of Section 37 of the Divided Parishes and Poor Law Amendment Act, 1876,* above recited.

"Rateable value" includes net annual value and any other basis of value on which a rate is required to be assessed.

"Overseer" means any person to whom the word "overseer" in the section above recited applies, and the word "overseers" applies not only to the whole body of overseers, but also to the majority of that body.

"Collector" means any person lawfully appointed or employed to collect any rate to which this Order applies.

"Parish" means any place for which a separate poor rate shall or can be made or for which a separate overseer is or can be appointed.

Keeping of Accounts. Overseers.

Article 3.—The overseers shall (except so far as such books may be kept under their direction by any collector) punctually enter and accurately keep according to the forms and directions in the schedule to this Order—

A Rate Book, in the Form (No. 1) in the said schedule. In this book shall be inserted the particulars of the assessment and collection of the rate and the heading or title of the rate, as set forth in the form; and the overseers shall, before any sum of money in respect of the said rate is collected, sign a declaration, in the terms or to the effect set forth in the said form.

Provided, that in any case where overseers make a rate as defined in this Order on the same day on which they make a poor rate, and where such rate as defined in this Order is made over an area no part of which is outside the area over which

* 39 & 40 Vict. c. 61.

the said poor rate is made, then the said rate as defined in this Order may be made in the same book and on the same pages thereof as the said poor rate, if the two regulations next following and marked (a) and (b) be observed.

- (a) On each of the several pages containing the said poor rate there shall be added, after the last column thereof, the several columns numbered from 7 to 16, both inclusive, in the Form No. 1 in the said schedule.
- (b) After the heading of the said poor rate, and before the commencement of the columns thereof, and of the rate as defined in this Order, the form of heading prescribed in the said Form (No. 1) in the said schedule shall be inserted, and immediately after the signatures to the form of declaration appended to the said poor rate, the form of declaration prescribed in the said Form (No. 1), shall be added.
- (c) Whether the rate, as defined in this Order, be made in a separate book or in the same book with a poor rate, the several columns of the rate book which are numbered 7, 8, 10 and 11 respectively in the said Form (No. 1) shall be added up at the foot of every page, and the several totals shall be ascertained and set forth at the foot of the rate book, before any sum of money in respect of the said rate is collected.
- (d) If the overseers shall deem it convenient, the rate may be divided into several portions corresponding with the several divisions of the parish, if any, so as to bring all the rateable property of each division together, and there may be separate series of numbers for the assessments in every division, and they may in like manner bring together in the rate separate classes of rateable property.

A Rate Receipt and Payment Book, in the Form (No. 2) in the said schedule. On one side of this book shall be entered an account of all moneys received by the overseers in respect of the rate, and on the other side, with the proper dates, an account of all moneys paid and expended by them in respect thereof; and the overseers shall sign the same in the place prescribed in the said form.

A Rate Receipt Check Book, in the form (No. 3) in the said schedule. The receipt counterfoils shall be numbered consecutively with numbers corresponding with those in the rate book and the overseers shall cause a demand note to be printed in the rate receipt check book in the form prescribed in the said schedule, and the demand notes shall be numbered so as to correspond with the numbers of the respective receipts.

Article 4.—When the amount of the rate shall be received from any person assessed at that time and not before, the receipt applicable to such person's assessment shall be detached

from the rate receipt check book, and the same shall be delivered, stamped with an adhesive stamp where the amount of the payment shall render such stamp necessary, to the person paying the same, and the counterfoil shall be retained in the book.

In the receipt so delivered and in the counterfoil so retained the true date of the payment of the money shall be inserted.

If upon the closing of any rate not collected by a collector there shall remain in the rate receipt check book any receipts made out for such rate unused, the overseers shall enter upon each of such receipts the reason of its not having been used, and date and sign such entry.

Collector.

Article 5.—Every collector shall enter up so much of any books or forms of the overseers relating to the collection of the rate as he may be directed to enter up by the overseers for the time being, and shall enter in the rate book all such particulars of every assessment as he shall be directed by such overseers to enter therein; and every collector shall attend before the auditor at the same time as the overseer of the parish for which he acts.

Provided that the signature of any collector to any book presented to the auditor shall not be taken to stand for or supply the place of the signature of any overseer which may be required by this Order.

Article 6.—Every collector shall in all cases fill up and use as is herein-before directed in the case of overseers, the rate receipt check book, in the Form (No. 3) herein-before described.

Article 7.—The collector, before he shall proceed to collect any rate, shall prepare receipts in one book, or in several, if so directed by the overseers, in the aforesaid form, numbered both on the receipt and the counterfoil thereof with the same number consecutively throughout the book, and properly fill in the same respectively with the names of the several ratepayers, and the sum to be collected from each, and submit every such rate receipt check book, so numbered and filled up, to the overseers before he proceeds to collect the rate; and such overseers shall cause the correctness of the numbering, and the correspondence of the sums, and of the names filled in, with the rate book to which they relate, to be ascertained, and on the leaf next after the last of the receipts so made out in respect of any one rate the overseer shall certify the fact that such rate receipt check book has been examined and ascertained to be correct, and shall state in words at length the number of receipts filled up for the rate then to be collected, which certificate shall be

in the form set forth in the said schedule, and shall be signed by the overseers and correctly dated.

If upon the closing of any rate collected by a collector there shall remain in the rate receipt check book any receipts made out for such rate unused, the collector to whom such book shall belong shall enter upon each of such receipts the reason of its not having been used, and date and sign such entry.

Article 8.—The collector shall pay over all moneys collected by him in respect of the rate to the overseers or their banker at intervals of not more than a month, and also whenever he has fifty pounds in his hands, or more frequently if the overseers so direct him ; and he shall keep a book, to be called the Collecting and Deposit Book, in the Form (No. 4) in the said schedule, in which shall be entered accurately, and under their true dates, all sums received and deposited or paid by him as such collector and also the number of every receipt given by him as such collector out of the rate receipt check book, and he shall balance such book monthly, at the times specified in Article 9 ; and any overseer who shall receive any money from such collector shall write his initials against the entry of the sum so deposited with him.

Article 9.—The collector shall keep a book containing blank forms of monthly statements, in the Form (No. 5) in the said schedule, and shall every month fill up one of such statements with the several particulars set forth in the said form, which statement shall be made up to the last day of every calendar month inclusive, [*excepting in the case of the month of March, when it shall be made up to the 25th, and in that of the month of September, when it shall be made up to the 29th, so that any receipts or payments on the remaining days of those months respectively shall be included in the next monthly statement*] * and he shall forthwith deliver a copy of such statement, signed by himself, to one of the overseers.

Provided that the overseers may, if they think fit, require a statement, containing the several particulars set forth in the said form, to be made out and delivered to them respectively every week or fortnight.

The overseer who receives the statement shall enter his initials in the column against the amount stated to be paid to the overseers, if he shall have received the sum there mentioned ; and he shall mark on such statement the date of his receipt thereof, and preserve the copies delivered to him, and produce the same to the auditor at the next audit.

Article 10.—The collector shall, previous to each audit, make out an unpaid rates statement, in the Form (No. 6) in the said schedule, containing a statement of the rates allowed

* The words in brackets are superseded by the Order of 1903.

during the last half year, with the dates of their allowance, and showing the name of every person rated in respect of whom there shall be at the end of the half year for which the audit is being held, any arrears of the rate or rates made before that in the course of collection on the last day of that half year, with the other particulars set forth in the form. He shall submit such statement to one of the overseers for his signature, and shall produce the same to the auditor at the audit.

Article 11.—In every case in which there shall be more than one collector employed in the collection of any one rate, the provisions of the several Articles herein-before made shall apply to the portion of such rate assigned to each collector as if such portion were one entire rate.

Examination and Closing of Accounts.

Article 12.—The overseers or the collector, as the case may be, shall make up and balance the rate book and the receipt and payment book to the [thirty-first] * day of March and the [thirtieth] * day of September in each year.

Article 13.—The overseers shall, as soon as they shall receive notice from the auditor of the day or days appointed by him for the auditing of their accounts, cause the following notice to be affixed on the place or places where parochial notices are usually affixed, and shall continue the same so affixed until the audit is completed :—

“ Parish of _____

“ Notice is hereby given, that the half-yearly accounts relating to the _____ rate † will on the _____ day of _____, be deposited at _____; and that such accounts will be open to be inspected, examined, and copied by any owner of property or ratepayer having an interest in such accounts, at any reasonable hour in the day time, until the _____ day of _____; and that on the last-mentioned day, at the hour of _____, the accounts will be audited by _____ at _____, when and where every such owner of property or ratepayer, who may have any objection to any matter contained in the above-mentioned accounts, may attend, and prefer his objection, and the same will be heard and determined by the auditor.

“ Dated _____

“ _____ } Overseers.”

* The words in brackets were substituted for previous words by the Order of 1903.

† If the rate is levied in a part only of the parish, this should be duly stated.

Article 14.—The overseers shall, seven clear days before the day appointed for auditing the accounts, deposit the said accounts at the place appointed, and shall permit the said accounts to be inspected, examined, and copied by any owner of property or ratepayer having an interest in the said accounts, at any reasonable hour in the day-time, after the said accounts shall have been so deposited, and previous to the day appointed for the audit.

Article 15.—In case the auditing of any of the accounts shall be adjourned for any longer period than from day to day, the overseers, on receiving from the auditor notice thereof, shall affix, in manner aforesaid, notice of the time and place of such adjournment, and of the accounts remaining to be audited, as often as such adjournment shall be made.

Auditing of Accounts.

Article 16.—The auditor shall audit the accounts of the overseers and of the collector once in every half year, that is to say, as soon as may be after the twenty-fifth day of March and the twenty-ninth day of September.* Provided always, that if the auditor shall be required by the Local Government Board to hold an extraordinary audit, either of the whole or of any portion of the accounts, in addition to the ordinary audit, all the provisions herein contained, with reference to the ordinary audit, shall, as far as they may be applicable, apply to such extraordinary audit.

Article 17.—The auditor, in respect of every ordinary audit, shall give to the overseers and the collector fourteen days' notice in writing of the time and place on and at which he intends to commence the audit of the accounts.

Article 18.—The overseers and the collector shall attend at the time and place appointed by the auditor for the audit of their accounts, and shall submit to the auditor all books, documents, and vouchers containing or relating to their accounts; and the same shall at the time of the audit be open to the inspection of any owner of property or ratepayer having an interest in such accounts, but to such extent and in such manner only as will not, in the judgment of the said auditor, interfere with the audit.

Article 19.—In auditing the accounts, the auditor shall see that they have been kept and are presented in proper form; that the particular items of expenditure are stated in sufficient detail, and that the payments are supported by adequate vouchers and authority; and he shall ascertain

* See Order of September 8th, 1903, printed at p. 537 below.

whether all sums received, or which ought to have been received, are brought into account; and he shall examine whether the expenditure is in all cases such as might lawfully be made; and he shall reduce such payments and charges as are exorbitant; shall surcharge moneys not duly accounted for, or lost by negligence, upon the person who ought to account for the same, or whose negligence or improper conduct has caused the loss; and shall disallow and strike out such payments as are not authorised by law.

Article 20.—When the auditor disallows any payment or surcharges any sum upon any person he shall declare the ground of his decision, and offer to state such grounds in writing, if required by the person aggrieved to do so, in the proper book of account forthwith, or so soon as the arrangements for the business of his audit will permit, and shall report such disallowance or surcharge to the Local Government Board.

Article 21.—The auditor shall examine and collate the several books and papers of account; and shall ascertain that the several entries correspond with and balance each other, where such balance may be required; but in case of any error caused by inadvertence or accident in any account he may require the overseers or collector rendering it to correct the same, and the overseers or collector shall make the necessary correction, and the auditor shall then deal with the account so corrected. But if the overseers or collector shall refuse to do so, the auditor shall himself make the correction, and report the circumstances of the case to the Local Government Board.

Article 22.—The auditor shall compute the several accounts so as to verify the arithmetical accuracy thereof, and the balance due to or from the overseers or the collector at the time to which the audit relates; and he shall state the balance in words at length and certify the same by his signature or initials, and add the date of the audit; and when he certifies any sum or other matter to be due he shall, as far as practicable, enter his certificate and his reasons for the same (when they are required) in some part of the book of account, which shall be free from other writing.

Article 23.—The auditor shall receive any objection made by a ratepayer, or any person aggrieved, against the accounts undergoing audit, or any item or charge therein, or any vouchers or authority for the same, and shall examine into the merits of such objection, and make a decision respecting the same, stating the grounds thereof, and offering to enter the same in the book of account then being examined, if required to do so, as in the case of a disallowance or surcharge.

Article 24.—The personal representatives of an overseer or collector accountable under this Order, dying before the audit of his accounts, shall, so far as they may be by law required, account, in conformity with the provisions herein contained, in the place of such deceased overseer or collector; and all regulations affecting the accounts of such overseer or collector shall, so far as may be otherwise lawful, affect the accounts of his personal representatives.

Article 25.—The auditor shall, at the close of each audit, transmit to the Local Government Board a statement in the Form (No. 7) in the said schedule, showing which of the books directed by this Order to be kept is not kept, or is imperfectly kept, or kept in a form different from that prescribed by the Local Government Board.

Schedule.

FORM (No. 1).

The Rate Book.

An Assessment for the of the Parish of [or that part of the Parish of], in the County of
 adopted, made this in which the provisions of the Act with respect to the purpose [or purposes] aforesaid, have been
 rate of in the Pound.* in the year of our Lord One thousand eight hundred and , after the

Number.	Rate.								Collection.						
	Name of Occupier.	Name of Owner.	Description of Property Rated.	Name or Situation of Property.	Estimated Extent.	Rateable Value.	† Rate at in the Pound.	Amount of Rate assessed upon and payable by the Owner, instead of the Occupier, by virtue of the Statute or Statutes in that Behalf.	Recoverable Arrears of former Rate.	Total Amount to be collected.	Amount actually collected.	Uncollected at balancing this Book.			
												Recoverable Arrears at balancing the Book.	Amount legally excused.	Otherwise not recoverable.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	16.
					A. R. P.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Totals															

Form of Declaration at the foot of the "Rate."

We, the undersigned, do hereby declare that one of us, or some person on our behalf, has examined and compared the several particulars in the respective columns of the above Rate with the Valuation List in force in this Parish, and that the several hereditaments are, to the best of our belief, rated according to the rateable value appearing in such Valuation List.

We also declare that the total of the above Rate as shown in Column 8 amounts to the sum of Pounds Shillings and Pence.

, Overseer.
 , Overseer.

* Where the Rate is made under the Lighting and Watching Act (3 & 4 Wm. 4, c. 90), there should be added here "a Meeting of Ratepayers of the said Parish (or part of the Parish) having been duly held under the said Act on the day of , 18 , at which it was determined that the sum of Pounds should be raised for the purposes of the said Act for the current year ending the day of , 18 ."

† Where the Rate is levied in different proportions on different descriptions of property, this column must be divided accordingly; thus, in the case of a Rate made under the Lighting and Watching Act (3 & 4 Wm. 4, c. 90,) it may be—

Rate in the Pound.	
8.	
(a.) At 2d. on Property other than Land.	(b.) At 1d. on Land.

Form (No. 3).
Rate Receipt Check Book.

<i>Counterfoil.</i>		<i>Receipt.</i>		<i>Demand Note.</i>	
Parish of _____	Parish of _____	day of _____	day of _____	Parish of _____	Street.
the _____	18 .	Received of _____		Mr. _____	
Mr. _____		the Sum of _____			
Rate made on the _____		in respect of the _____		The Overseers of the Poor demand	
day of _____		Rate of the above Parish, viz. :		payment of the _____	
			£ s. d.	* Rate made the _____	
Arrears £ _____		* Rate made the _____		day of _____	18 , and of the
		18 , at _____		arrears of former Rates as below, now	
		£ Ratesable Value - - -		due from you.	
		Arrears of former Rate - - -		£ s. d.	
		Total - - -		At _____	in the Pound
£ _____				on £ Ratesable Value	
				Arrears - - -	
				Total .	
		(Signed) _____		(Signed) _____	

* Where the Rate is levied in different proportions on different descriptions of property, the Demand Note and the Receipt should show the description of property in respect of which the amount due is assessed : thus, under the Lighting and Watching Act (3 and 4 Wm. 4. c. 90) it may be instead of "on £ Ratesable Value of land" ; "At Ratesable Value of property other than land" ; "At Ratesable Value of land" ; "At Ratesable Value of property in respect of which the money was received."

FORM No. 7.

Audit District.

Union.

Parish.

A Statement of the Auditor for the Half-Year ended 18
in reference to the Books required to be kept by the Officers of the above-
mentioned Parish, as regards the Rate.

Overseer.

Collector.

The Overseer and the Collector above named attended the Audit.*

Observations.

Rate Book.	
Rate Receipt and Pay- ment Book.	
Rate Receipt Check Book.	
Collecting and Deposit Book.	
Monthly Statement.	
Unpaid Rates Statement.	
The Audit of the above Books was concluded the day of 18 .	

Auditor.

Date

18 .

Against the name of any Book contained in this Statement which is not kept at all, or is imperfectly kept, the Auditor is to write in the former case "not kept," and in the latter "imperfectly." In case of any Book being imperfectly kept, the general nature of the imperfection to be set forth on the other side, together with such observations as the Auditor considers requisite. Where there is no defect, the Auditor should state the fact. He is also to report whether any paid officer has in any respect disobeyed, neglected, or departed from any of the regulations of this Order applicable to his office.

* If this is not so, alter the Statement according to the fact.

Given under the seal of office of the Local Government
Board, this twentieth day of March, in the year One
thousand eight hundred and seventy-nine.

G. Sclater-Booth,
President.

John Lambert,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED APRIL 28, 1890, PRESCRIBING THE FORM OF FINANCIAL STATEMENT TO BE SUBMITTED TO THE DISTRICT AUDITOR IN NON-METROPOLITAN UNIONS.*

To the Guardians of the Poor of the several Unions and Separate Parishes in England and Wales, except those wholly comprised in the Administrative County of London ;—

To the District Auditors for the time being authorised to audit the accounts of the said Unions and Separate Parishes respectively ;—

And to all others whom it may concern.

Whereas by Section 3 of "The District Auditors Act, 1879,"† it is enacted as follows :—

"Where the accounts of the receipts and expenditure of a local authority are audited by a district auditor, the local authority shall prepare and submit to the district auditor at every audit (other than an extraordinary audit, held in pursuance of Section 6 of the Poor Law Amendment Act, 1866),‡ a financial statement in duplicate in the prescribed form and containing the prescribed particulars ; one of such duplicates shall have the stamp charged under this Act affixed thereon, and the auditor at the conclusion of the audit shall cancel that stamp, and certify on each duplicate, in the prescribed form, the amount in words at length of the expenditure so audited and allowed, and further, that the regulations with respect to such statement have been duly complied with, and that he has ascertained by the audit the correctness of the statement."

And whereas we, the Local Government Board, by Orders dated, respectively, the 25th day of April 1879, and the 26th day of April 1879, prescribed the forms of the financial statement to be prepared and submitted to the district auditor by the guardians of the poor of unions and separate parishes respectively ;

And whereas it is expedient that a fresh form of financial statement should be prescribed as regards the several unions and separate parishes in England and Wales which are not wholly comprised in the Administrative County of London, and that the said Orders should be rescinded as regards those unions and parishes :

Now, therefore, we hereby rescind the above-cited Orders, so far as regards the unions and separate parishes in England

* This Order was Gazetted April 29, 1890.

† 42 & 43 Vict. c. 6.

‡ 29 & 30 Vict. c. 113.

and Wales which are not wholly comprised in the Administrative County of London, and we hereby order and prescribe as follows with respect to each of those unions and separate parishes :—

Article 1.—The financial statement to be prepared and submitted to the district auditor in duplicate by the guardians of the poor of each of the said unions and separate parishes as a local authority, in accordance with the provisions of the section above recited, shall, for the half-year ended the twenty-fifth day of March, One thousand eight hundred and ninety, and thenceforth, be in the form (A.) in the schedule to this Order, and shall contain the particulars therein specified or referred to so far as they are applicable, and except so far as we may assent to a departure from such form; and the certificate of the district auditor to be appended to each such duplicate shall be in the form set forth at the foot of the said statement.

Provided that if in any case the accounts of the said guardians for the half-year ended the twenty-fifth day of March, One thousand eight hundred and ninety, are audited before the twenty-eighth day of May, One thousand eight hundred and ninety, the financial statement to be prepared in such case in respect of the accounts of the guardians for that half-year may be in the form prescribed in the above-cited Order dated the twenty-fifth day of April, One thousand eight hundred and seventy-nine, or in the form prescribed in the above-cited Order dated the twenty-sixth day of April, One thousand eight hundred and seventy-nine, according as the case may require.

And whereas it is expedient that certain information should from time to time be furnished to us with reference to loans obtained by the guardians of the poor of the said unions and separate parishes under the several statutes in that behalf :

Now, therefore, in pursuance of the powers given to us, we hereby further order, with respect to each of the said unions and separate parishes, as follows :—

Article 2.—The clerk to the guardians shall prepare at the close of each year ending at Lady Day a loan account, which shall be in the form (B.) in the schedule to this Order so far as it is applicable, and except so far as we may assent to a departure from such form, and which shall be submitted to the district auditor at the audit of the accounts for the half-year ending at that date.

Article 3.—The district auditor shall transmit to the Local Government Board the said loan account, duly examined and signed by him, together with the stamped duplicate of the financial statement certified at the same audit as required by Article 1 of this Order.

Article 4.—In this Order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament ;

The term “separate parish” means a parish or place which is under a separate board of guardians ;

The expression “guardians of the poor” includes any governors, directors, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Schedule.

FORM A.

Union [*or Parish*].

Financial Statement (Statutory).

(Non-Metropolitan.)

The District Auditors Act, 1879 (42 Vict. c. 6.).

Statement of Receipts and Expenditure by the Guardians of the Poor of the above-named Union [*or Parish*], under the Poor Law, Public Health, Education, and Highway Acts, for the Half-year ended the _____ day of _____ 18____.

RECEIPTS (POOR LAW).

Receipts other than from Loans.												
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Balance brought forward from last half-year, viz. :—												
In favour of Parishes - - - - -	-	-	-	-	-	-						
Less against Parishes - - - - -	-	-	-	-	-	-						
Less the following Balances, viz. :—												
Balance of Stock brought forward on the following accounts, viz. :—												
Stone - - - - -	-	-	-	-	-	-						
Firewood - - - - -	-	-	-	-	-	-						
Oakum - - - - -	-	-	-	-	-	-						
Farm - - - - -	-	-	-	-	-	-						
Balances against other Unions on non-settled Poor (In-door and Out-door) Account - - - - -	-	-	-	-	-	-						
Net Balance - - - - -	-	-	-	-	-	-						
Overseers' Contributions - - - - -	-	-	-	-	-	-						
Payments upon Auditor's Certificates (Parochial) - - - - -	-	-	-	-	-	-						
FROM THE COUNCIL OF ANY COUNTY OR COUNTY BOROUGH OUT OF THE EXCHEQUER CONTRIBUTION ACCOUNT IN RESPECT OF—												
Teachers in Poor Law Schools - - - - -	-	-	-	-	-	-						
School Fees for Workhouse Children attending Public Elementary School outside Workhouse - - - - -	-	-	-	-	-	-						
Registrars of Births and Deaths - - - - -	-	-	-	-	-	-						
Lunatics - - - - -	-	-	-	-	-	-						
Costs of Officers, and Drugs and Medical Appliances (Section 26, Local Government Act, 1888) - - - - -	-	-	-	-	-	-						
OTHER COMMON FUND RECEIPTS :—												
Repayment of Relief on Loan - - - - -	-	-	-	-	-	-						
From Relatives or Property of Paupers, or other Sources, in respect of—												
Lunatics - - - - -	-	-	-	-	-	-						
In-Maintenance - - - - -	-	-	-	-	-	-						
Out-Relief - - - - -	-	-	-	-	-	-						
Rents of Property - - - - -	-	-	-	-	-	-						
Sales of Property - - - - -	-	-	-	-	-	-						
Dividends on Investments - - - - -	-	-	-	-	-	-						
Sales of Investments - - - - -	-	-	-	-	-	-						
Repayments by Officers of the Cost of the Maintenance of Members of their Family in the Workhouse - - - - -	-	-	-	-	-	-						
Sales of—												
Old Stores, Rags, Bones, Waste, &c. - - - - -	-	-	-	-	-	-						
Carried forward - - - - -	-	-	-	-	-	-						

EXPENDITURE (POOR LAW).

Expenditure, other than out of Loans.

Net Balance against (if any) brought forward from last half-year, viz :—

£ s. d. £ s. d. £ s. d. £ s. d.

I.—EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH.

COMMON CHARGES :—

IN-MAINTENANCE (including Provisions, Clothing, Necessaries, Warming, Cleansing, Lighting, Apprentices Fees, Outfits, and Burials, but excluding Drugs and School Fees, and In-Maintenance charged to other Unions) at

Workhouse - - -	}
Separate Workhouse School - - -	
Infirmaries - - -	
Vagrant Wards - - -	
Workhouses, &c., belonging to other Unions and Parishes - - -	
Drugs, Medicines, and Medical and Surgical Appliances - - -	

School Fees for Workhouse Children attending Public Elementary School outside Workhouse - - -

In - Maintenance charged to other Unions - - -

Other Expenses, specifying them :—

OUT-DOOR RELIEF :—

Out-door Relief within the Union, including Clothing, further Relief as School Fees, Apprentices Fees, and Burials - - -

Non-resident Relief - - -

Boarding out of Children within the Union - - -

Boarding out of Children beyond the Union - - -

Drugs, Medicines, and Medical and Surgical Appliances - - -

Non-settled Poor - - -

Other Expenses, specifying them :—

Carried forward

* The expenditure in these Establishments may be given in the aggregate when more convenient.

RECEIPTS (POOR LAW)—*continued.*

Receipts other than from Loans— continued.		£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.														
Brought forward - -		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-														
OTHER COMMON FUND RECEIPTS— continued.																														
Sales and Transfers on the following Accounts, viz. :—																														
	<table><tr><th>Sales.</th><th>Transfers*</th></tr><tr><td>Stone -</td><td>.</td></tr><tr><td>Firewood -</td><td></td></tr><tr><td>Oakum -</td><td></td></tr><tr><td>Farm -</td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>	Sales.	Transfers*	Stone -	.	Firewood -		Oakum -		Farm -																				
Sales.	Transfers*																													
Stone -	.																													
Firewood -																														
Oakum -																														
Farm -																														
Sums received in respect of In-door Paupers chargeable to other Unions, including Paupers under Orders of Removal - - -																														
The like in respect of Out-door Paupers - - -																														
The like in respect of Lunatics under Orders of Adjudication - -																														
Sums received under Auditor's Certi- ficate (Union) - -																														
From other Local Authorities (other than the Council of any County or County Borough out of the Ex- chequer Contribution Account), specifying them :— _____ _____ _____																														
From other Sources, specifying them :— _____ _____ _____																														
TOTAL COMMON FUND RECEIPTS -		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-														
SEPARATE PAROCHIAL RECEIPTS :—																														
Rents of Property - -																														
Sales of Property - -																														
Dividends on Investments - -																														
Sales of Investments - -																														
Carried forward - -		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-														

* Specify in note the Accounts to which the transfers are made.

EXPENDITURE (POOR LAW)—*continued.*

Expenditure other than out of Loans— <i>continued.</i>				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - -				
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH — <i>continued.</i>				
LUNATICS :—				
Maintenance of Lunatics in—				
Asylums - - - - -				
Registered Hospitals and Licensed Houses - - - - -				
Fees for visiting Lunatics - - -				
Other Expenses connected with Lunatics, specifying them :—				

LOANS (Repayment of, and Interest) appor- tioned on the Common Fund Basis :—				
Principal repaid - - - - -				
Interest (including Income Tax) - -				
UNION OFFICERS ASSISTANTS, AND SER- VANTS :—				
Salaries (including Poundage, Wages, Uniforms, &c.) - - - - -				
Rations - - - - -				
Extra Medical Fees - - - - -				
Superannuation Allowances - - -				
OTHER EXPENSES OF OR IMMEDIATELY CONNECTED WITH RELIEF :—				
Purchases on the following Accounts, viz. :—				
Stone - - - - -				
Firewood - - - - -				
Oakum - - - - -				
Farm- - - - -				
Buildings—additions to, alterations, and repairs of - - - - -				
Furniture and property - - - - -				
Rents, Rates, Taxes, and Insurance -				
Stationery, Printing, Advertisements, &c. - - - - -				
Payments to other Local Authorities, specifying them :—				

Carried forward - -				

RECEIPTS (POOR LAW)—*continued.*

Receipts other than from Loans— <i>continued.</i>					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward . . .					
SEPARATE PAROCHIAL RECEIPTS— <i>con-</i> <i>tinued.</i>					
From other Sources, specifying them :—					

TOTAL PAROCHIAL RECEIPTS	-	-	-	-	
Carried forward . . .					

EXPENDITURE (POOR LAW)—*continued.*

Expenditure other than out of Loans— <i>continued.</i>				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - - -	- - -			
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH— <i>continued.</i>				
OTHER EXPENSES OF OR IMMEDIATELY CONNECTED WITH RELIEF — <i>con-</i> <i>tinued.</i>				
Maintenance of Paupers in Hospitals, in Institutions for the Deaf, Dumb, and Blind - - -				
The like in Certified Schools - -				
Other Expenses, specifying them :— _____ _____ _____				
SEPARATE CHARGES :—				
Principal of Loans repaid apportioned on the averages in force when Loan was obtained - - -				
Interest (including Income Tax) -				
Principal of Loans repaid apportioned upon rateable value - - -				
Interest (including Income Tax) -				
Other Expenses, specifying them :— _____ _____				
TOTAL - - - -	- - -	- - -		
Less value of Stock trans- ferred to In-Maintenance, &c. - - -	- - -	- - -		
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH - -	- - -	- - -		
II.—EXPENDITURE FOR PURPOSES UN- CONNECTED WITH RELIEF TO THE POOR.				
COMMON CHARGES :—				
Registration Expenses (including pro- vision of Register Office) - - -	- - -	- - -		
Vaccination Fees and Expenses -	- - -	- - -		
Payments to other Local Authorities, specifying them :— To the County Council of for County Rates _____ _____ _____				
Carried forward - - -	- - -			

RECEIPTS (POOR LAW)—continued.

[illegible]

EXPENDITURE (POOR LAW)—*continued.*

Expenditure other than out of Loans— <i>continued.</i>					
		£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward	- -	-	-		
EXPENDITURE FOR PURPOSES UN-CONNECTED WITH RELIEF TO THE POOR— <i>continued.</i>					
COMMON CHARGES— <i>continued.</i>					
Other Payments, specifying them :—					

SEPARATE CHARGES :—					
School Fees for non-pauper Children	- -	-	-		
Payments to other Local Authorities, specifying them :—					

Other Payments, specifying them :—					

TOTAL EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR	- - -	-	-	-	-
Carried forward					

MEMORANDUM.

The amounts included above which were expended on the relief of Paupers chargeable to other Unions were as follows :—

Name of Union.	In-Maintenance.*	Out-door Relief.	Maintenance of Lunatics.	Other Charges.	Total.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Total					

* The money paid for maintenance of Paupers chargeable to the Union, but relieved in Work-houses belonging to other Unions, should be entered under the head of In-Maintenance.

RECEIPTS (POOR LAW)—continued.

[illegible]

EXPENDITURE (POOR LAW)—continued.

Expenditure other than out of Loans— continued.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward				
III.—EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR.				
COMMON CHARGES :—				
Legal Proceedings				
Union Assessment Expenses				
Election of Guardians				
Emigration				
Subscriptions to Hospitals, Institu- tions, &c.				
Cost of Audit Stamp				
Payments to other Local Authorities, specifying them :—				

Other Payments, specifying them :—				

SEPARATE CHARGES :—				
Contested Elections of Guardians				
Salaries or Remuneration of Collectors of Poor Rate and Assistant Overseers appointed by Guardians				
Superannuations of Parochial Officers				
Assessment or Valuation Expenses				
Other Payments, specifying them :—				

TOTAL EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR				
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (POOR LAW)				

EXPENDITURE (POOR LAW)—*continued.*

Expenditure other than out of Loan — <i>continued.</i>				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - -				
Balances (if any) at end of half-year, viz. :—				
In favour of Parishes - - -	- - -			
Less against Parishes - - -	- - -			
Less the following Balances, viz. :—				
Balances of Stock at end of half-year on the following Accounts, viz. :—				
Stone - - - -	- - - -			
Firewood - - -	- - -			
Oakum - - - -	- - - -			
Fam - - - -	- - - -			
Balances against other Unions on Non- settled Poor (In-door and Out-door Account) - - - - -	- - - - -			
Net Balance - - - - -	- - - - -			
TOTAL - - - - -	- - - - -			

EXPENDITURE (EDUCATION—SCHOOL ATTENDANCE).

Expenditure.			
	£ s. d.	£ s. d.	£ s. d.
Salaries - - - - -	- - - - -		
Other Expenses, specifying them :—			

TOTAL EXPENDITURE - - -	- - -		
Balance at end of half-year, viz. :—			
In favour of Parishes and contributory places -	-		
Less against Parishes and contributory places -	-		
TOTAL - - -	- - -		

RECEIPTS (PUBLIC HEALTH AND HIGHWAYS).

Receipts other than from Loans.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Total Balance of Cash brought forward from last half-year, viz. -	-	-	-	-
Deduct Balance in favour of Officers -	-	-	-	-
PUBLIC HEALTH.				
From Overseers :—				
General Expenses - - - - -	-	-	-	-
Special Expenses - - - - -	-	-	-	-
Private Improvement Works - - -	-	-	-	-
Private Street Improvement Works -	-	-	-	-
Other Private Improvement Works -	-	-	-	-
Waterworks :—				
I. From Water Rates, Rents, or Charges within the District for domestic purposes - - -	-	-	-	-
II. From Water Rates, Rents, or Charges within the District for other than domestic purposes -	-	-	-	-
III. Other Receipts, specifying them :—	-	-	-	-
_____ _____ _____				
Cemetery provided under the Public Health (Interments) Act, 1879 - -	-	-	-	-
From the Council of any County out of the Exchequer Contribution Account in respect of—	-	-	-	-
Salaries of Medical Officers of Health -	-	-	-	-
Salaries of Inspectors of Nuisances -	-	-	-	-
Contributions from or Payments by other Local Authorities, with the names of the Authorities :—	-	-	-	-
_____ _____ _____ _____				
Rents and Profits of Property, including Dividends - - - - -	-	-	-	-
Other Receipts :—				
From Sewage Farms, Gardens, and Fields	-	-	-	-
„ Fees, Fines, and Licenses - - -	-	-	-	-
„ Slaughter Houses - - - - -	-	-	-	-
„ Hospitals - - - - -	-	-	-	-
„ other Sources, specifying them :—	-	-	-	-
_____ _____ _____				
TOTAL RECEIPTS OTHER THAN FROM LOANS (PUBLIC) HEALTH	-	-	-	-

EXPENDITURE (PUBLIC HEALTH AND HIGHWAYS).

Expenditure other than out of Loans.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
PUBLIC HEALTH.				
GENERAL EXPENSES :—				
Hospitals and Maintenance of Patients -	-	-		
Contagious Diseases (Animals) Act, 1886 :—Dairies, Cowsheds, &c. -	-	-		
Loans :—				
Principal repaid - - - - -				
Interest (including Income Tax) - -				
Payments to Sinking Fund - - -				
Salaries and other Remuneration of Officers - - - - -	-	-		
Establishment Charges - - - - -	-	-		
Legal Expenses - - - - -	-	-		
Other Payments in respect of General Expenses, specifying them :—				

TOTAL EXPENDITURE (GENERAL EXPENSES) - - - - -	-	-		
SPECIAL EXPENSES :—				
Sewerage Works - - - - -	-	-		
Sewage Disposal Works - - - - -	-	-		
Waterworks - - - - -	-	-		
Cemetery provided under the Public Health (Interments) Act, 1879 - -	-	-		
Slaughter Houses - - - - -	-	-		
Private Improvement Works - -	-	-		
Private Street Improvement Works -	-	-		
Other Private Improvement Works -	-	-		
Loans :—				
Principal repaid - - - - -				
Interest (including Income Tax) - -				
Payments to Sinking Fund - - -				
Legal Expenses - - - - -	-	-		
Payments to other Local Authorities, specifying them :—				

Other Payments in respect of Special Expenses, specifying them :—				

TOTAL EXPENDITURE (SPECIAL EXPENSES) - - - - -	-	-		
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (PUBLIC HEALTH) -	-	-		

RECEIPTS (PUBLIC HEALTH AND HIGHWAYS)—*continued.*

Receipts other than from Loans— <i>continued.</i>	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward . . .												
HIGHWAYS.												
Contributions from Parishes . . .												
Receipts (either by way of composition or otherwise):—												
Under Section 23 of 41 & 42 Vict. cap. 77, on account of damage caused by excessive weight or extraordi- nary traffic . . .												
From County Council in respect of Maintenance or repair of Main Roads . . .												
From County Council in respect of Improvement of Main Roads . . .												
From County Council as Contribution in respect of Highways or Footpaths not being Main Roads . . .												
From other Local Authorities, specify- ing them :—												

Other Receipts, specifying them :—												

TOTAL RECEIPTS OTHER THAN FROM LOANS (HIGHWAYS) . . .												
TOTAL RECEIPTS OTHER THAN FROM LOANS (PUBLIC HEALTH AND HIGHWAYS) . . .												
MEMORANDUM.												
Mileage of Main Roads . . .												M. P.
" Roads other than Main Roads . . .												
" Roads, if any, the repairs of which are separately chargeable to Parishes under Section 7 of 41 & 42 Vict. c. 77. . .												
Number of Highway Parishes in the District . . .												

EXPENDITURE (PUBLIC HEALTH AND HIGHWAYS)—*continued.*

Expenditure other than out of Loans— <i>continued.</i>					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - -					
HIGHWAYS.					
Main Roads - - - -					
Roads other than Main Roads - -					
Legal Expenses - - - -					
Salaries - - - -					
Establishment Charges - - - -					
Loans :—					
Principal repaid - - - -					
Interest (including Income Tax) -					
Payments to Sinking Fund - -					
Payments to other Local Authorities, specifying them :—					

Other Payments, specifying them :—					

TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (HIGHWAYS) - - - -					
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS (PUBLIC HEALTH AND HIGHWAYS) - - - -					
Balance at end of half-year, viz. - -					
TOTAL - - - -					

RECEIPTS.

Receipts from Loans.			
POOR LAW.	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>
Balance brought forward, viz.	-	-	
Loans raised this half-year in respect of—			

TOTAL RECEIPTS FROM LOANS (POOR LAW)			
TOTAL			
PUBLIC HEALTH.			
Balance brought forward			
Loans raised this half-year in respect of—			
Waterworks			
Sewerage Works			
Sewage Disposal Works			
Hospitals			
Cemeteries			
Other Purposes, viz. :—*			

TOTAL RECEIPTS FROM LOANS (PUBLIC HEALTH)			
TOTAL			
HIGHWAYS.			
Balance brought forward			
Loans raised this half-year in respect of—			

TOTAL RECEIPTS FROM LOANS (HIGHWAYS)			
TOTAL			
TOTAL RECEIPTS FROM LOANS.	<i>£ s. d.</i>		
Poor Law			
Public Health			
Highways			

* Re-borrowings to be included under this heading.

EXPENDITURE.

Expenditure out of Loans.			
	£	s.	d.
POOR LAW.			
Expended in respect of—			

TOTAL EXPENDITURE OUT OF LOANS			
(POOR LAW)			
BALANCE AT END OF HALF-YEAR			
TOTAL			
PUBLIC HEALTH.			
Expended in respect of—			
Waterworks			
Sewerage Works			
Sewage Disposal Works			
Hospitals			
Cemeteries			
Other Purposes, viz. :—*			

TOTAL EXPENDITURE OUT OF LOANS			
(PUBLIC HEALTH)			
BALANCE AT END OF HALF-YEAR			
TOTAL			
HIGHWAYS.			
Expended in respect of—			

TOTAL EXPENDITURE OUT OF LOANS			
(HIGHWAYS)			
BALANCE AT END OF HALF-YEAR			
TOTAL			
TOTAL EXPENDITURE OUT OF LOANS	£	s.	d.
Poor Law			
Public Health			
Highways			

Rateable Value of the Union at the commencement of the Financial Year . . . £

Rateable Value of the Rural Sanitary District for the purposes of General Expenses
at the commencement of the Financial Year . . . £

* Repayments out of borrowed money to be included under this heading.

SUMMARY OF THE RECEIPTS AND EXPENDITURE SHOWN IN THE FOREGOING STATEMENTS.

RECEIPTS OTHER THAN FROM LOANS :—

	£	s.	d.	£	s.	d.
Poor Law - - - - -	-	-	-	-	-	-
Education—School Attendance - - -	-	-	-	-	-	-
Public Health and Highways - - -	-	-	-	-	-	-

RECEIPTS FROM LOANS :—

Poor Law - - - - -	-	-	-	-	-	-
Public Health and Highways - - -	-	-	-	-	-	-
TOTAL RECEIPTS	-	-	-	-	-	-

EXPENDITURE NOT DEFRAID OUT OF LOANS :—

Poor Law - - - - -	-	-	-	-	-	-
Education—School Attendance - - -	-	-	-	-	-	-
Public Health and Highways - - -	-	-	-	-	-	-

EXPENDITURE DEFRAID OUT OF LOANS :—

Poor Law - - - - -	-	-	-	-	-	-
Public Health and Highways - - -	-	-	-	-	-	-
TOTAL EXPENDITURE	-	-	-	-	-	-

DEDUCT :—

Payments under Precept to other Local
Authorities, viz. :—

NET EXPENDITURE ON WHICH STAMP DUTY IS PAYABLE - - - - -

I HEREBY CERTIFY that I have compared the entries in this Financial Statement with the Vouchers and other Documents relating thereto, and that the Regulations with respect to such Statement have been duly complied with.

I hereby further certify that I have ascertained by Audit the correctness of such Statement, and that the expenditure of the Guardians during the half-year ended the _____ day of _____ 189____, included in such Statement and allowed by me at the Audit is _____

As witness my hand this

day of

189 .

Stamp.

District Auditor.

FORM B.

LOAN ACCOUNT.

UNION [or PARISH]. LOAN ACCOUNT.

STATEMENT with reference to LOANS obtained by the Guardians of the Poor or the Rural Sanitary Authority of the above-named UNION [or Parish] under the POOR LAW, PUBLIC HEALTH, and HIGHWAY ACTS. Year ended the 25th day of March, 18____.

Amount sanctioned.	Date of Sanction.	Amount originally borrowed.	Date of original borrowing.	For what Object.	For what Period.	Rate of Interest.	Mode of Repayment, whether by Annuity or otherwise.	Amount of Principal owing at the commencement of the Year.
1.	2.	3.	4.	5.	6.	7.	8.	9.
£		£		POOR LAW.		£		£ s. d.
				PUBLIC HEALTH. Waterworks. Sewerage Works. Sewage Disposal Works. Other Purposes, viz. :—				
				HIGHWAYS.				

(Continued.)

SINKING FUND.														Rate of Interest payable thereon.
Principal repaid during the Year otherwise than by Sinking Fund.	Amount of Interest paid during the Year.	Amount of Principal owing at the end of the Year.	Rate of Interest on which Fund is based.	Amount set apart during the Year.	Amount taken out during the Year, and applied to Repayment of Principal.	Total Sum in Fund at end of Year.			Securities in which Fund is invested.					
						Invested.	Uninvested.							
10.	11.	12.	13.	14.	15.	16.	17.	18.	19.					
£ s. d.	£ s. d.	£ s. d.	£	£ s. d.	£ s. d.	£ s. d.	£ s. d.		£ s. d.					

Examined by me in connection with the Financial Statements (Statutory) for the half-years ended the 29th day of September 18____, and the 25th day of March 18____, and with the Loan Account for the year preceding the year to which this Account relates, and found correct.
 Clerk to the Guardians. _____ day of _____ 18____.
 District Auditor. _____ day of _____ 18____.

NOTE.—Explanatory notes should be appended to this Account in all cases where the outstanding balance of Loan has been temporarily increased by re-borrowings which had not been devoted to the repayment of Loans prior to the close of the year, or where the balance has been temporarily reduced by repayments out of current rates pending re-borrowings. The amount of this increase or decrease should be clearly stated in the notes.

Given under the seal of office of the Local Government Board, this twenty-eighth day of April, in the year One thousand eight hundred and ninety.

Chas. T. Ritchie,
President.

Hugh Owen,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED DECEMBER 12, 1890, PRESCRIBING THE FORM OF FINANCIAL STATEMENT TO BE SUBMITTED TO THE DISTRICT AUDITOR IN METROPOLITAN UNIONS.*

To the Guardians of the Poor of the several Unions and Separate Parishes wholly comprised in the Administrative County of London;—

To the District Auditors for the time being authorised to audit the Accounts of the said Unions and Separate Parishes respectively;—

And to all others whom it may concern.

Whereas, by Section 3 of the District Auditors Act, 1879,† it is enacted as follows:—

“Where the accounts of the receipts and expenditure of a local authority are audited by a district auditor, the local authority shall prepare and submit to the district auditor at every audit (other than an extraordinary audit, held in pursuance of Section 6 of the Poor Law Amendment Act, 1866,†) a financial statement in duplicate in the prescribed form and containing the prescribed particulars; one of such duplicates shall have the stamp charged under this Act affixed thereon, and the auditor at the conclusion of the audit shall cancel that stamp, and certify on each duplicate in the prescribed form, the amount in words at length of the expenditure so audited and allowed, and further, that the regulations with respect to such statement have been duly complied with, and that he has ascertained by the audit the correctness of the statement.”

And whereas we, the Local Government Board, by Orders dated, respectively, the 25th day of April, 1879, and the 26th

* This Order was Gazetted December 19, 1890.

† 42 & 43 Vict. c. 6.

‡ 29 & 30 Vict. c. 113.

day of April, 1879, prescribed the forms of the financial statement to be prepared and submitted to the district auditor by the guardians of the poor of unions and separate parishes respectively ;

And whereas it is expedient that fresh forms of financial statement should be prescribed as regards the several unions and separate parishes wholly comprised in the Administrative County of London, and that the said Orders should be rescinded as regards those unions and parishes :

Now, therefore, we hereby rescind the above-cited Orders, so far as regards the unions and separate parishes wholly comprised in the Administrative County of London, and we hereby order and prescribe as follows with respect to each of those unions and separate parishes :—

Article 1.—The financial statement to be prepared and submitted to the district auditor in duplicate by the guardians of the poor of each of the said unions and separate parishes as a local authority, in accordance with the provisions of the section above recited, shall, for the half-year ended the twenty-ninth day of September, One thousand eight hundred and ninety, and thenceforth, be in the Form (A.) in the Schedule to this Order in the case of each of the said unions, and in the Form (B.) in the said schedule in the case of each of the said separate parishes, and shall contain the particulars therein specified or referred to so far as they are applicable, and except so far as we may assent to a departure from the form ; and the certificate of the district auditor to be appended to each such duplicate shall be in the form set forth at the foot of the said statement.

And whereas it is expedient that certain information should from time to time be furnished to us with reference to loans obtained by the guardians of the poor of the said unions and separate parishes under the several Statutes in that behalf :

Now, therefore, in pursuance of the powers given to us, we hereby further order, with respect to each of the said unions and separate parishes, as follows :—

Article 2.—The clerk to the guardians shall prepare at the close of each year ending at Lady Day a loan account, which shall be in the Form (C.) in the schedule to this Order so far as it is applicable, and except so far as we may assent to a departure from such form, and which shall be submitted to the district auditor at the audit of the accounts for the half-year ending at that date.

Article 3.—The district auditor shall transmit to us the said loan account, duly examined and signed by him, together with the stamped duplicate of the financial statement certified at the same audit as required by Article 1 of this Order.

Article 4.—In this Order—

The word “union” includes any union of parishes incorporated or united for the relief or maintenance of the poor under any Act of Parliament;

The term “separate parish” means a parish or place which is under a separate board of guardians;

The expression “guardians of the poor” includes any governors, directors, acting guardians, vestrymen, or other officers appointed or entitled to act in the distribution or ordering of relief to the poor from the poor rates under any Act of Parliament.

Schedule.

Form A.

_____ Union.

Financial Statement (Statutory).

(Metropolis.)

The District Auditors Act, 1879 (42 Vict. c. 6).

**Statement of Receipts and Expenditure by the Guardians of the Poor of
the above-named Union for the Half-Year ended the _____ day of
_____ 189 .**

RECEIPTS.

Receipts other than from Loans.						
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Balance brought forward from last half year, viz. :—						
In favour of Parishes - - -	- - -	- - -				
Less against Parishes - - -	- - -	- - -				
Less the following Balances, viz. :—						
Balance of Stock brought forward on the following Accounts, viz. :—						
Stone - - - - -	- - -	- - -				
Firewood - - - - -	- - -	- - -				
Oakum - - - - -	- - -	- - -				
Farm - - - - -	- - -	- - -				
	- - -	- - -				
	- - -	- - -				
Balances against other Unions or Separate Parishes on Non-settled Poor (Indoor and Outdoor) Account - - -	- - -	- - -				
Net Balance - - -	- - -	- - -				
Overseers' Contributions - - -	- - -	- - -				
Sums received under Auditor's Certificates (Parochial) - - -	- - -	- - -				
FROM THE LONDON COUNTY COUNCIL OUT OF THE EXCHEQUER CONTRIBUTION ACCOUNT IN RESPECT OF—						
Teachers in Poor Law Schools - -	- -	- -				
School Fees for Workhouse Children attending Public Elementary School outside Workhouse - -	- -	- -				
Registrars of Births and Deaths -	-	-				
Lunatics - - - - -	- - -	- - -				
Remuneration of Poor Law Medical Officers - - - - -	- - -	- - -				
Cost of Drugs and Medical Appliances - - - - -	- - -	- - -				
FROM THE LONDON COUNTY COUNCIL IN RESPECT OF THE MAINTENANCE OF IN-DOOR PAUPERS - - -	- - -	- - -				
FROM THE METROPOLITAN COMMON POOR FUND - - - - -	- - -	- - -				
Carried forward - - -	- - -	- - -				

EXPENDITURE.

Expenditure other than out of Loans.

	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Net Balance against (if any) brought forward from last half-year, viz. :—												
L—EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH.												
COMMON CHARGES :—												
IN-MAINTENANCE (including Provisions, Clothing, Necessaries, Warming, Cleansing, Lighting, Apprentice Fees, Outfits, and Burials, but excluding Drugs and School Fees, and In-Maintenance charged to other Unions or Separate Parishes) at												
Workhouse												
Separate Workhouse School												
Infirmary												
Vagrant Wards												
Workhouses, &c. belonging to other Unions and Separate Parishes												
Drugs, Medicines, and Medical and Surgical Appliances												
School Fees for Workhouse Children attending Public Elementary School outside Workhouse												
In-Maintenance charged to other Unions or Separate Parishes												
Other Expenses, specifying them :—												
OUT-DOOR RELIEF :												
Out-door Relief within the Union, including Clothing, further Relief as School Fees, Apprentice Fees, and Burials												
Non-resident Relief												
Boarding out of Children beyond the Union												
Drugs, Medicines, and Medical and Surgical Appliances												
Non-settled Poor												
Other Expenses, specifying them :—												
Carried forward												

* The expenditure in these Establishments may be given in the aggregate when more convenient.

RECEIPTS—continued.

Receipts other than from Loans— continued.					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward					
OTHER COMMON FUND RECEIPTS:—					
Repayment of Relief on Loan					
From Relatives or Property of Paupers, or other Sources, in re- spect of—					
Lunatics					
In-Maintenance					
Out-Relief					
Rents of Property					
Sales of Property					
Dividends on Investments					
Sales of Investments					
Repayments by Officers of the Cost of the Maintenance of Members of their Family in the Workhouse					
Sales of—					
Old Stores, Rags, Bones, Waste, &c.					
Sales* on the following Accounts, viz. :—					
Stone					
Firewood					
Oakum					
Farm					
Sums received in respect of Indoor Paupers, chargeable to other Unions or Separate Parishes, including Paupers under Orders of Removal					
The like in respect of Outdoor Paupers					
The like in respect of Lunatics under Orders of Adjudication					
Sums received under Auditor's Certifi- cate (Union)					
From other Local Authorities (other than from the London County Council and from the Guardians of other Unions or Separate Parishes for the relief of Paupers chargeable thereto), specifying them :—					
Carried forward					

* As to transfers, see page 429.

EXPENDITURE—continued.

Expenditure other than out of Loans—continued.			
	£	s.	d.
Brought forward			
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH—continued.			
COMMON CHARGES—continued.			
LUNATICS:—			
Maintenance of Lunatics in—			
Asylums			
Registered Hospitals and Licensed Houses			
Fees for visiting Lunatics:—			
Under Section 201 of the Lunacy Act, 1890			
Under Section 202 (4) of the Lunacy Act, 1890			
Expenses of Removal to and from Asylums, Registered Hospitals, and Licensed Houses			
Other Expenses connected with Lunatics, specifying them:—			
LOANS (Repayment of, and Interest) apportioned on the Common Fund basis:—			
Principal repaid			
Interest (including Income Tax)			
UNION OFFICERS, ASSISTANTS, AND SERVANTS:—			
Salaries (including Poundage, Wages, &c.)			
Uniforms			
Rations			
Extra Medical Fees			
Superannuation Allowances			
PAYMENTS TO METROPOLITAN COMMON POOR FUND			
OTHER EXPENSES OF, OR IMMEDIATELY CONNECTED WITH, RELIEF:—			
Purchases on the following Accounts, viz:—			
	£	s.	d.
Stone			
Firewood			
Oakum			
Farm			
Carried forward			

RECEIPTS—*continued.*

Receipts other than from Loans— <i>continued.</i>									
	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward									
OTHER COMMON FUND RECEIPTS— <i>continued.</i>									
From other Sources, specifying them :—									

TOTAL -									
SEPARATE PAROCHIAL RECEIPTS :—									
Rents of Property									
Sales of Property									
Dividends on Investments									
Sales of Investments									
From other Sources, specifying them :—									

TOTAL -									
Carried forward									

EXPENDITURE—*continued.*Expenditure other than out of
Loans—*continued.*

	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward												
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH—<i>continued.</i>												
COMMON CHARGES—<i>continued.</i>												
OTHER EXPENSES OF, OR IMMEDIATELY CONNECTED WITH, RELIEF—<i>continued.</i>												
Less Transfers—				£	s.	d.						
From Stone to—												
Account												
From Firewood to—												
Account												
From Oakum to—												
Account												
From Farm to—												
Account												
From— to—												
Account												
From— to—												
Account												
Buildings—additions to, alterations, and repairs of												
Furniture and Property												
Rents, Rates, Taxes, and Insurance												
Stationery, Printing, Advertisements, &c.												
Payments to other Local Authorities:—												
Managers of the Metropolitan Asylum District												
Managers of—Sick Asylum District												
Managers of—School District												
Other Local Authorities (except Guardians of other Unions or Separate Parishes for relief of Paupers chargeable to this Union), specifying them:—												
Maintenance of Paupers in Hospitals, or in Institutions for the Deaf, Dumb, and Blind												
The like, in Certified Schools												
Other Expenses, specifying them:—												
Carried forward												

EXPENDITURE—continued.

Expenditure other than out of Loans—continued.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward				
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH—continued.				
SEPARATE CHARGES:—				
Principal of Loans repaid apportioned upon upon rateable value in force when Loans were obtained				
Interest (including Income Tax)				
Other Expenses, specifying them:—				
TOTAL EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH				
II.—EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR.				
COMMON CHARGES:—				
Registration Expenses (including provision of Register Office)				
Vaccination Fees and Expenses				
Payments to other Local Authorities, specifying them:—				
Other payments, specifying them:—				
SEPARATE CHARGES:—				
Payments to other Local Authorities, specifying them:—				
To the London County Council for County Rates				
School Fees for non-pauper Children				
Other Payments, specifying them:—				
TOTAL EXPENDITURE FOR PUR- POSES UNCONNECTED WITH RE- LIEF TO THE POOR				
Carried forward				

RECEIPTS—continued.

Receipts other than from Loans— continued.					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - - - - -	-	-	-	-	-
TOTAL RECEIPTS OTHER THAN FROM LOANS					
Net Balance against (if any) at end of half-year					
TOTAL					

EXPENDITURE—*continued.*Expenditure other than out of
Loans—*continued.*

	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward - -												
III.—EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR.												
COMMON CHARGES :—												
Legal Proceedings - - - -												
Union Assessment Expenses - - - -												
Election of Guardians - - - -												
Emigration - - - -												
Subscription to Hospitals, Institutions, &c. - - - -												
Cost of Audit Stamp - - - -												
Payments to other Local Authorities, specifying them :—												
Other Payments, specifying them :—												
SEPARATE CHARGES :—												
Contested Elections of Guardians - - - -												
Salaries or Remuneration of Collectors of Poor Rates and Assistant Overseers appointed by Guardians - - - -												
Superannuations of Parochial Officers - - - -												
Assessment or Valuation Expenses - - - -												
Other Payments, specifying them :—												
TOTAL EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR												
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS												
Balances (if any) at end of half-year, vis. :—												
In favour of Parishes - - - -												
Less against Parishes - - - -												
Less the following Balances, vis. :—												
Balances of Stock at end of half-year on the following Accounts, vis. :—												
Stone - - - -												
Firewood - - - -												
Oakum - - - -												
Farm - - - -												
Balances against other Unions or Separate Parishes on Non-settled Poor (In-door and Out-door) Account - - - -												
Net Balance - - - -												
TOTAL - - - -												

RECEIPTS—*continued.*

RECEIPTS FROM LOANS.			
		£ s. d.	£ s. d.
Balance brought forward			
Loans raised this half-year in respect of—			

TOTAL RECEIPTS FROM LOANS			
TOTAL			

SUMMARY OF RECEIPTS.

	£ s. d.
TOTAL RECEIPTS OTHER THAN FROM LOANS	
TOTAL RECEIPTS FROM LOANS	
TOTAL RECEIPTS	

EXPENDITURE—*continued.*

EXPENDITURE OUT OF LOANS.		
Expended in respect of—	£ s. d.	£ s. d.
TOTAL EXPENDITURE OUT OF LOANS	- - -	- - -
BALANCE AT END OF HALF-YEAR -	- - -	- - -
TOTAL -	- - -	- - -

SUMMARY OF EXPENDITURE.

	£ s. d.	£ s. d.	£ s. d.
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS	- - -	- - -	- - -
TOTAL EXPENDITURE OUT OF LOANS	- - -	- - -	- - -
TOTAL EXPENDITURE	- - -	- - -	- - -
DEDUCT :—			
Payments to Metropolitan Common Poor Fund -	- - -	- - -	- - -
Payments under precept to—			
Managers of the Metropolitan Asylum District	- - -	- - -	- - -
" Sick Asylum District	- - -	- - -	- - -
" School District	- - -	- - -	- - -
Other Local Authorities, specifying them :—	- - -	- - -	- - -
	- - -	- - -	- - -
	- - -	- - -	- - -
NET EXPENDITURE ON WHICH STAMP DUTY IS PAYABLE	- - -	- - -	- - -

Clerk to the Guardians.

day of 189 .

TOTAL EXPENDITURE AS ABOVE	£ s. d.
DEDUCT—	
AMOUNT DISALLOWED	- - -
AMOUNT ALLOWED AT AUDIT -	- - -

Form B.

..... **Parish.**

Financial Statement (Statutory).

(Metropolis.)

The District Auditors Act, 1879 (42 Vict. c. 6.).

**Statement of Receipts and Expenditure by the Guardians of the Poor of
the above-named Parish for the Half-Year ended the _____ day of
189 .**

RECEIPTS.

Receipts other than from Loans.									
	£	s.	d.	£	s.	d.	£	s.	d.
Balance in favour brought forward from last half-year									
Less the following Balances, viz. :—									
Balance of Stock brought forward on the following accounts, viz. :—									
Stones									
Firewood									
Oakum									
Farm									
Balances against Unions or other Parishes on non-settled Poor (In-door and Out-door) Account									
Net Balance									
Overseers' Contributions									
Sums received under Auditor's Certificate									
FROM THE LONDON COUNTY COUNCIL OUT OF THE EXCHEQUER CONTRIBUTION ACCOUNT IN RESPECT OF—									
Teachers in Poor Law Schools									
School Fees for Workhouse Children attending Public Elementary School outside Workhouse									
Registrars of Births and Deaths									
Lunatics									
Remuneration of Poor Law Medical Officers									
Costs of Drugs and Medical Appliances									
FROM THE LONDON COUNTY COUNCIL IN RESPECT OF THE MAINTENANCE OF IN-DOOR PAUPERS									
FROM THE METROPOLITAN COMMON POOR FUND									
OTHER RECEIPTS :—									
Repayment of Relief on Loan									
From Relatives or Property of Paupers, or other Sources, in respect of—									
Lunatics									
In-Maintenance									
Out-Relief									
Carried forward									

EXPENDITURE.

Expenditure other than out of Loans.

£ s. d. £ s. d. £ s. d. £ s. d.

Net balance against (if any) brought forward from last half-year, viz. :—

I.—EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH.

IN-MAINTENANCE (including Provisions, Clothing, Necessaries, Warming, Cleansing, Lighting, Apprentice Fees, Outfits, and Burials, but excluding Drugs and School Fees, and In-Maintenance charged to Unions and other Parishes) at

* Workhouse - - - - -
 Separate Workhouse School - - -
 Infirmary - - - - -
 Vagrant Wards - - - - -
 Workhouses, &c., belonging to Unions and other Parishes -

Drugs, Medicines, and Medical and Surgical Appliances - - - -

School Fees for Workhouse Children attending Public Elementary School outside Workhouse - - - -

In-Maintenance charged to Unions and other Parishes - - - -

Other Expenses, specifying them :—

£ s. d.

OUT-DOOR RELIEF :—

Out-door Relief within the Parish, including Clothing, further Relief as School Fees, Apprentice Fees, and Burials - - - -

Non-resident Relief - - - -

Boarding-out of Children beyond the Parish - - - -

Drugs, Medicines, and Medical and Surgical Appliances - - - -

Non-settled Poor - - - -

Other Expenses, specifying them :—

£ s. d.

Carried forward - - - -

* The expenditure in these Establishments may be given in the aggregate when more convenient.

RECEIPTS—*continued.*

Receipts other than from Loans— continued.				
	£	s.	d.	£ s. d. £ s. d. £ s. d.
Brought forward	-	-	-	
OTHER RECEIPTS—continued.				
Rents of Property	-	-	-	
Sales of Property	-	-	-	
Dividends on Investments	-	-	-	
Sales of Investments	-	-	-	
Repayments by Officers of the Cost of the Maintenance of Members of their Family in the Workhouse				
Sales of—				
Old Stores, Rags, Bones, Waste, &c.	-	-	-	
Sales* on the following Accounts, viz. :—				
Stone	-	-	-	
Firewood	-	-	-	
Oakum	-	-	-	
Farm	-	-	-	
Sums received in respect of In-door Paupers chargeable to Unions and other Parishes, including Paupers under Orders of Removal				
The like in respect of Out-door Paupers				
The like in respect of Lunatics under Orders of Adjudication				
From other Local Authorities (other than from the London County Coun- cil and from the Guardians of Unions and other Parishes for the relief of Paupers chargeable thereto), specifying them :—				
From other Sources, specifying them :—				
Carried forward				

* As to transfers, see page 443.

EXPENDITURE—continued.

Expenditure other than out of Loans— continued.									
	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward - -									
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH—continued.									
LUNATICS :—									
Maintenance of Lunatics in—									
Asylums - - - - -									
Registered Hospitals and Licensed Houses - - - - -									
Fees for visiting Lunatics :—									
Under Section 301 of the Lunacy Act, 1890 - - - - -									
Under Section 308 (4) of the Lunacy Act, 1890 - - - - -									
Expenses of removal to and from Asylums, Registered Hospitals, and Licensed Houses - - - - -									
Other Expenses connected with Luna- tics, specifying them :—									

LOANS (Repayment of, and Interest) :—									
Principal repaid - - - - -									
Interest (including Income Tax) - -									
OFFICERS, ASSISTANTS, AND SER- VANTS :—									
Salaries (including Poundage, Wages, &c.) - - - - -									
Uniforms - - - - -									
Rations - - - - -									
Extra Medical Fees - - - - -									
Superannuation Allowances - - -									
PAYMENTS TO METROPOLITAN COMMON POOR FUND - - - - -									
OTHER EXPENSES OF, OR IMMEDIATELY CONNECTED WITH, RELIEF :—									
Purchases on the following Accounts, viz. :—									
Stone - - - - -	£	s.	d.						
Firewood - - - - -									
Oakum - - - - -									
Farm - - - - -									

Carried forward - - - - -									

RECEIPTS—*continued.*

Receipts other than from Loans— <i>continued.</i>					
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Brought forward - -	- - -	- - -			
Carried forward . . .	- - -	- - -			

EXPENDITURE—continued.

Expenditure other than out of Loans— continued.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward -	-	-	-	-
EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH—continued.				
OTHER EXPENSES OF, OR IMMEDIATELY CONNECTED WITH, RELIEF—con- tinued.				
Less Transfers— £ s.				
From Stone to ——— Account - - -				
From Firewood to ——— Account - - -				
From Oakum to ——— Account - - -				
From Farm to ——— Account - - -				
From ——— to ——— Account - - -				
From ——— to ——— Account - - -				
Buildings—additions to, alterations, and repairs of - - -				
Furniture and Property - - -				
Rents, Rates, Taxes, and Insurance -				
Stationery, Printing, Advertisements, &c. - - -				
Payments to other Local Authori- ties - - -				
Managers of the Metropolitan Asylum District - - -				
Managers of ——— Slock Asylum District - - -				
Managers of ——— School District - - -				
Other Local Authorities (except Guardians of Unions or other Parishes for Relief of Paupers chargeable to this Parish), specifying them - - -				

Maintenance of Paupers in Hospitals, or in Institutions for the Deaf, Dumb, and Blind - - -				
The like in Certified Schools - - -				
Other Expenses, specifying them :— _____ _____ _____				
TOTAL EXPENDITURE FOR RELIEF TO THE POOR AND PURPOSES CONNECTED THEREWITH -				
Carried forward - - -	-	-	-	-

RECEIPTS—*continued.*

Receipts other than from Loans— <i>continued.</i>	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward . . .	-	-	-	-
TOTAL RECEIPTS OTHER THAN FROM LOANS . . .				

EXPENDITURE--continued.

Expenditure other than out of Loans— continued.				
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Brought forward - - -	- -			
II.—EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR.				
Registration Expenses (including provision of Register Office) - -	- -			
Vaccination Fees and Expenses - -	- -			
School Fees for non-pauper Children -	- -			
Payments to other Local Authorities, specifying them:—				
To the London County Council for County Rates.				
Other Payments, specifying them:—				
TOTAL EXPENDITURE FOR PURPOSES UNCONNECTED WITH RELIEF TO THE POOR	- -	- -		
III.—EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR.				
Legal Proceedings - - -	- -			
Assessment or Valuation Expenses -	- -			
Salaries or remuneration of Collectors of Poor Rates or Assistant Overseers Appointed by the Guardians - -	- -			
Superannuation of Collectors of Poor Rates or Assistant Overseers appointed by the Guardians - -	- -			
Election of Guardians - - -	- -			
Emigration - - -	- -			
Subscription to Hospitals, Institutions, &c.	- -			
Cost of Audit Stamp - - -	- -			
Payments to other Local Authorities specifying them:—				
Other Payments, specifying them:—				
TOTAL EXPENDITURE FOR PURPOSES PARTLY CONNECTED AND PARTLY UNCONNECTED WITH RELIEF TO THE POOR				
TOTAL EXPENDITURE OTHER THAN OUT OF LOANS				

EXPENDITURE—continued.

Expenditure other than out of Loans— continued.									
	£	s.	d.	£	s.	d.	£	s.	d.
Brought forward	-	-	-						
Balance in favour (if any) at end of half-year	-	-	-						
Less the following Balances, viz. :—									
Balances of Stock at end of half-year on the following Accounts, viz. :—									
Stone	-	-	-						
Firewood	-	-	-						
Oakum	-	-	-						
Farm	-	-	-						
	-	-	-						
	-	-	-						
Balances against Unions or other Parishes on Non-settled Poor (In-door and Out-door) Account	-	-	-						
Net Balance	-	-	-						
TOTAL	-	-	-						

EXPENDITURE OUT OF LOANS.					
				£	s. d.
Expended in respect of—					
TOTAL EXPENDITURE OUT OF LOANS					
BALANCE AT END OF HALF-YEAR					
TOTAL					

SUMMARY OF RECEIPTS.

	£ s d.
TOTAL RECEIPTS OTHER THAN FROM LOANS	
TOTAL RECEIPTS FROM LOANS	
TOTAL RECEIPTS	

MEMORANDUM.

The amounts included in the foregoing Statement which were expended on the relief of Paupers chargeable to Unions and other parishes were as follows :—*

Name of Union or Separate Parish.	In- Maintenance.	Out-door Relief.	Maintenance of Lunatics.	Other Charges.	Total.
.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
TOTAL - -					

* The money paid for maintenance of paupers chargeable to the Parish, but relieved in Workhouses belonging to Unions or other Parishes, should be entered under the head of In-Maintenance.

FORM C.

UNION [*or* Parish].

LOAN ACCOUNT.

STATEMENT with reference to LOANS obtained by the Guardians of the Poor of the above-named UNION [*or* PARISH].

Year ended the _____ day of _____, 189_____

1. Amount sanctioned.	2. Date of Sanction.	3. Amount borrowed.	4. Date of borrowing.	5. By whom advanced.	6. For what Object.	7. For what period borrowed.	8. Rate of Interest.	9. Mode of Repay- ment, whether by Annuity or other- wise.	10. Amount of Principal owing at the commence- ment of the Year. £ s. d.
£		£					£		

Given under the seal of office of the Local Government Board, this twelfth day of December, in the year One thousand eight hundred and ninety.

Chas. T. Ritchie,
President.

S. B. Provis,
Assistant Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED MARCH 19, 1891, PRESCRIBING FORM OF FINANCIAL STATEMENT UNDER THE DISTRICT AUDITORS ACT, 1879 * † :—

SCHOOL DISTRICTS.

To the Boards of Management of the several School Districts named in Schedule A. to this Order ;—

To the District Auditors for the time being authorised to audit the accounts of the said Boards of Management respectively ;—

And to all others whom it may concern.

Whereas by Section 3 of the District Auditors Act, 1879,* it is enacted as follows :—

“ Where the accounts of the receipts and expenditure of a local authority are audited by a district auditor, the local authority shall prepare and submit to the district auditor at every audit (other than an extraordinary audit held in pursuance of Section 6 of the Poor Law Amendment Act, 1866) a financial statement in duplicate in the prescribed form and containing the prescribed particulars ; one of such duplicates shall have the stamp charged under this Act affixed thereon, and the auditor at the conclusion of the audit shall cancel that stamp, and certify on each duplicate, in the prescribed form, the amount in words at length of the expenditure so audited and allowed, and further that the regulations with respect to such statement have been duly complied with, and that he has ascertained by the audit the correctness of the statement.”

And whereas the boards of management of the school districts named in Schedule A. to this Order being respectively local authorities within the terms of the said section, we, the Local Government Board, by an Order, dated the 11th day of July, 1879, prescribed the form of the financial statement to be prepared and submitted to the district auditor by the said board of management respectively under the said section.

* 42 & 43 Vict. c. 6.

† This Order was gazetted March 20, 1891.

And whereas it is expedient that a fresh form of financial statement shall be prescribed, and that the said Order should be rescinded :

Now, therefore, we hereby rescind the above cited Order, and we hereby order and prescribe with respect to each of the said school districts, as follows :—

Article 1.—The financial statement to be prepared and submitted to the district auditor in duplicate by the board of management as a local authority, in accordance with the provisions of the section above recited, shall, for the half year ended the twenty-fifth day of March, One thousand eight hundred and ninety-one, and thenceforth, be in the Form A. in the Schedule B. to this Order, and shall contain the particulars therein specified or referred to so far as they are applicable, and except so far as we may assent to a departure from such form, or as to the particulars to be shown therein ; and the certificate of the district auditor to be appended to each such duplicate shall be in the form set forth at the foot of the said statement.

And whereas it is expedient that certain information should from time to time be furnished to us with reference to loans obtained by the boards of management of the said school districts under the said several statutes in that behalf :

Now, therefore in pursuance of the powers given to us, we hereby further order, with respect to each of the said school districts, as follows :—

Article 2.—The clerk to the board of management shall prepare at the close of each year ending at Lady-day a loan account, which shall be in the Form B. in the Schedule B. to this Order, so far as it is applicable, and except so far as we may assent to a departure from such form, and which shall be submitted to the district auditor at the audit of the accounts for the half year ending at that date.

Article 3.—The district auditor shall transmit to the Local Government Board the said loan account, duly examined and signed by him, together with the stamped duplicate of the financial statement certified at the same audit as required by Article 1 of this Order.

Schedule A.

Central London School District.
Farnham and Hartley Wintney School District.
Forest Gate School District.
Kensington and Chelsea School District.
North Surrey School District.
Reading and Wokingham School District.
South East Shropshire School District.
South Metropolitan School District.
Walsall and West Bromwich School District.
West London School District.

SCHEDULE B.

PARTICULARS.

RECEIPTS.				EXPENDITURE.	
Other Common Fund Receipts. Col. 4.		Separate Receipts. Col. 5.		Other General Charges. Col. 17.	
Items.	Amount.	Items.	Amount.	Items.	Amount.
	£ s. d.		£ s. d.		£ s. d.

RECEIPTS and EXPENDITURE with respect to LOANS.

	£ s. d.		£ s. d.	£ s. d.
Balance at commencement of half-year		Expended in respect of—		
Loans raised this half-year in respect of	£ s. d.			
		Balance at end of half-year	- -	
	£			£

Dated this _____ day of _____, 189—

Clerk to the Board of Management.

Dated this _____ day of _____, 189—

District Auditor.

Given under the seal of office of the Local Government Board, this nineteenth day of March, in the year One thousand eight hundred and ninety-one.

(L.S.)

Chas. T. Ritchie,
President.

S. B. Provis,
Assistant Secretary.

THE AGRICULTURAL RATES ORDER, 1896, DATED JULY 28, 1896, AS AMENDED BY THE AGRICULTURAL RATES ORDER AMENDMENT ORDERS 1897 AND 1898.*

1896. No. 711, *as amended by* 1897 No. 134, and 1898 No. 146.

To the County Councils of the several Administrative Counties in England ;
 To the other Spending Authorities, as defined by the Agricultural Rates Act, 1896 ;†
 To the Union Assessment Committees and the Assessment Committees in the Metropolis ;
 To the Overseers of the Poor of every Parish in England ;
 And to all others whom it may concern.

Whereas by the Agricultural Rates Act, 1896* (herein-after called "the Act"), it is enacted that during the continuance of the Act the occupiers of agricultural land in England shall be liable in the case of every rate to which the Act applies to pay one half only of the rate in the pound payable in respect of buildings and other hereditaments ; and provision is made for the annual payment of such a sum to the local taxation account, and for the half-yearly payment out of that account of such amounts to spending authorities as may be certified in manner herein-after recited :

And whereas by Sections 4, 6, and 9 of the Act it is enacted that—

" 4.—(1.) The Local Government Board shall, as soon as may be after the passing of this Act, certify the amount—

" (a) of the annual grant to be paid to the local taxation account ; and

" (b) of the share of such grant to be paid annually to each spending authority,

under this Act, and for that purpose shall determine in the prescribed manner the amount which for the purposes of this Act is to be taken as having been raised during last year before the passing of this Act by any rate to which this Act applies for the expenditure of each spending authority.

* The Amending Order of 1897, save in so far as it specifically amends the Principal Order, is printed at p. 533 below. The Amending Order of 1898 is printed at length in Statutory Rules and Orders, 1898, p. 870.

† 59 & 60 Vict. c. 16.

"6.—(1.) For the purposes of this Act returns shall be made to the Local Government Board in accordance with the prescribed regulations—

- "(a)** by every spending authority in relation to the sums actually received by them or their predecessors during the year next before the passing of this Act, from any rate to which this Act applies; and
- "(b)** by every assessment committee or council whose duty it is to revise or make a valuation list, basis, standard or other valuation for any parish, in relation to the gross estimated rental and rateable value of that parish, and the proportion thereof which represents agricultural land; and
- "(c)** by any such authority, committee, or council in relation to any other prescribed information.

"(2) For the purpose of the returns, statements showing the gross estimated rental and rateable value of the agricultural land in a parish, and, in the case of any hereditament separately valued which consists in part of agricultural land and in part of buildings or other hereditaments, of each such part, shall be made by the overseers of every parish, and corrected by the assessment committee, and sent to the surveyor of taxes, and be subject to objection or appeal by the said surveyor and overseers before the assessment committee, and the justices in special sessions, and the court of quarter sessions, and subject to the right of any grievred ratepayer to be heard upon the said appeal, in such form, within such times, and generally in such manner, and subject to such provisions, as may be prescribed. These provisions shall conform as nearly as circumstances will permit to the existing statutory law respecting valuation lists, as regards notices, rights to inspect and take extracts, the hearing of objections, and otherwise.

"(3.) The Local Government Board may by order make regulations for the purpose of this section, and also generally for carrying into effect this Act, and those regulations shall be laid before both Houses of Parliament, and if neither House of Parliament within ten days passes a resolution adverse to the said Order, they shall be binding in law until varied in the same manner, shall have effect as if they were enacted in this Act, and shall amongst other matters provide—

- "(a)** for fixing, with the concurrence of the Treasury, for the purpose of the division in the statements of agricultural land from building or other hereditaments, the minimum gross estimated rental and rateable value of the buildings or other hereditaments;

- “(b) for giving effect to a notice of objection or appeal by the surveyor of taxes unless it is proved that such notice is unfair or incorrect ;
- “(c) for the temporary adoption by the county council or any other council, of the division in the return between the total rateable value of agricultural land and that of buildings and other hereditaments ;
- “(d) for the alteration of the valuation list in accordance with the statements as finally settled and sending copies of the returns to spending authorities and for applying and adapting any statutory form or procedure respecting the valuation list or poor rate ; and
- “(e) for adapting this Act to cases where there is no valuation list, or where a sum is raised by rate from an area not a parish.

“(4.) The regulations may also provide fines for the breach thereof not exceeding forty shillings, or in case of any continuing offence not exceeding forty shillings a day during the continuance of the offence, and any such fine may be recovered as a Crown debt or to an amount not exceeding one hundred pounds before a court of summary jurisdiction.

“9. In this Act, unless the context otherwise requires,—

* * * * *

“The expression ‘prescribed’ means prescribed by order of the Local Government Board.

And whereas the Treasury have concurred in these regulations so far as is required by Section 6 (3) (a) of the Act :

Now, therefore, in pursuance of the powers given to us by the Act, and by any other statutes in that behalf, we, the Local Government Board, do by this our Order make and prescribe the following regulations for the purposes of the Act :—

Definitions.

Article 1.—In these regulations, unless the context otherwise requires,—

The expression “rate” means a rate the proceeds of which are applicable to public local purposes, and which is leviable on the basis of an assessment in respect of the yearly value of property, and which is not a rate—

- (a) which the occupier of agricultural land is liable, as compared with the occupier of buildings or other hereditaments, to be assessed to or to pay in the proportion of one half or less than one half, or

(b) which is assessed under any commission of sewers or in respect of any drainage, wall, embankment, or other work for the benefit of the land ;

and includes any sum which, though obtained in the first instance by a precept, certificate, or other instrument requiring payment from some authority or officer, is or can be ultimately raised out of a rate as before defined.

The expression "rateable value" in the case of the county rate, or any other rate levied according to any annual value not being rateable value as stated in the valuation list, means that annual value.

The expression "valuation list" means a valuation list under the Union Assessment Committee Acts, 1862 and 1864, or, in the Metropolis, under the Valuation (Metropolis) Act, 1869.

The expression "spending authority" means any of the following local authorities in England existing at the passing of the Act, that is to say, county councils, councils of county boroughs, councils of boroughs and other urban districts and of rural districts, boards of guardians, the receiver for the metropolitan police district, school boards, highway boards, and surveyors of highways.

The expression "expenditure of the authority" means the expenditure of the authority exclusive of payments to other spending authorities under precepts or orders ; except that in the case of a contributory school board it includes the payments made to the school-owning school board.

The expression "agricultural land" means any land used as arable, meadow, or pasture ground only, cottage gardens exceeding one quarter of an acre, market gardens, nursery grounds, orchards, or allotments, but does not include land occupied together with a house as a park, gardens other than as aforesaid, pleasure-grounds, or any land kept or preserved mainly or exclusively for purposes of sport or recreation, or land used as a race-course.

The expression "cottage" means a house occupied as a dwelling by a person of the labouring classes.

The expression "last financial year" means the year ending on the thirty-first day of March, One thousand eight hundred and ninety-six, or, if the spending authority do not make up their accounts to that day, then the year ending on the nearest day thereto to which they make up their accounts ; except that in the case of a school board it means the year ending on the twenty-fifth day of March, One thousand eight hundred and ninety-six, whether the accounts are made up yearly or half-yearly ; and that in any other case in which the accounts of a

spending authority are not made up to a day in March or April, it shall mean such day as the Board may determine.

The expression "overseers" includes any persons or body performing the duties of overseers so far as regards the assessment of rates for the relief of the poor.

The expression "assessment committee" means the union assessment committee, or any committee making a valuation list.

The expression "county council" includes any joint committee appointed under Section 33 (2) of the Local Government Act, 1888; except that such a joint committee shall not be a spending authority for the purpose of these regulations.

The expression "the surveyor of taxes" includes any person authorised by him in writing to act on his behalf.

The expression "the Board" means the Local Government Board.

Returns to be made by Spending Authorities.

Article 2.—Each spending authority shall, in pursuance of Section 6 of the Act, cause returns to be made to the Board and for this purpose shall cause such of the forms contained in the Schedules A. to I. inclusive hereto as apply to the authority to be filled up with a correct statement of the particulars relating to the several matters therein mentioned, and to be signed by the clerk, or, in the case of a return made by a surveyor of highways, by the surveyor.

Each return shall be sent to the Board on or before the first day of September, One thousand eight hundred and ninety-six.

Provided that Appendix A. in the Parliamentary Return as to the Accounts of the Metropolitan Police, 1895-6 (Parliamentary Paper, 165, Session 1896), shall be deemed to be the return made by the receiver for the metropolitan police district under this Article.

Any further information which the Board may from time to time require for the purposes of the Act in regard to sums received by any spending authority or their predecessors during or before or after the last financial year, or as to any alteration in the area of the county or other district of the authority since the commencement of the last financial year, or in regard to any other matter, shall be furnished by the authority within the time fixed in that behalf by the Board.

In what manner the Amount which is to be taken for the purposes of the Act as the Amount raised during the last Financial Year for the Expenditure of the Authority by any Rate to which the Act applies is to be determined.

Article 3.—The amount which shall be taken for the purposes of the Act as the amount raised during the last

financial year for the expenditure of each spending authority by any rate to which the Act applies shall be such sum as the Board shall determine after considering the returns made to them by the spending authority, and making such corrections therein as may appear to them to be required on examination of the same or by reason of any further information obtained by the Board from any spending authority or otherwise.

Provided that in determining the amount to be taken as aforesaid for the purposes of the Act the amount included in precepts made payable during the last financial year, or, in the case of a rate collected by the authority, the amount collected during the year shall be taken as the amount raised during the year; but the Board shall take into consideration any sum raised during the last financial year by the predecessors of a spending authority constituted after the commencement of that year, and may take into consideration any alteration in the area of the county or other district of the spending authority since the commencement of the last financial year, and any special circumstances affecting the amount raised by the spending authority or their predecessors during the year.

Statements to be made by Overseers.

Article 4.—1. The overseers of every parish shall as soon as practicable make, and shall, on or before the seventh day of September, One thousand eight hundred and ninety-six, send to the assessment committee and to the surveyor of taxes in whose district the parish is comprised, statements as follows:—

- (a) If there is no agricultural land in the parish, the overseers shall make and send a statement to that effect.
- (b) If there is any agricultural land in the parish, the overseers shall make and send a statement showing as regards each hereditament separately valued in the valuation list in force on the twentieth day of July, One thousand eight hundred and ninety-six, and consisting wholly or in part of agricultural land, the particulars stated in the said valuation list with regard thereto, and also showing, with regard to every separately valued hereditament which is partly agricultural land and partly buildings or other hereditaments not being agricultural land, the gross estimated rental and rateable value of the agricultural land and the gross estimated rental and rateable value of the buildings and other hereditaments not being agricultural land.

2. Where any right of sporting is severed from the occupation of the land and is not let, and the assessment

committee have certified the amount by which the rateable value of the land is increased by reason of its being estimated as if the right of sporting were not so severed, such amount (according to the certificate of the assessment committee) shall be included in the rateable value of the buildings and other hereditaments.

3. Subject to what is herein-after provided in this article and in Article 5 as to the value of the buildings and other hereditaments, the separate values of agricultural land, and of buildings or other hereditaments, shall be ascertained by dividing the value stated in the valuation list in force on the twentieth day of July, One thousand eight hundred and ninety-six, between the agricultural land and the buildings or other hereditaments assessed therewith, according to the best estimate the overseers can make; the gross estimated rental of the buildings and other hereditaments, when the buildings are used only for the cultivation of the land being calculated not on structural cost, but on the rent at which they would be expected to let from year to year, if they could only be so used; provided that neither the gross estimated rental nor the rateable value of the whole hereditament shall be altered by the separate valuation of the parts thereof.

4. The statement shall also show (1) the total rateable value of the parish according to the said valuation list; (2) the total rateable value of the agricultural land in the parish; (3) the total rateable value of the buildings and other hereditaments in the parish, not being agricultural land. The rateable values so shown in the statement shall not include the annual value, according to the estimate on which any contribution in aid of rates is paid, of the hereditaments within the parish in the occupation of the Crown, but the total annual value of such property shall be separately stated.

5. Each statement shall be in the form appropriate thereto shown in Schedule K. or Schedule L. hereto, shall contain a correct statement of all the particulars specified therein, and shall be signed by the overseers or the majority of them.

As to the Minimum Value of the Buildings and other Hereditaments where a separately valued Hereditament has to be divided under the Regulations.

Article 5.—1. Where in the valuation list in force on the twentieth day of July, One thousand eight hundred and ninety-six, agricultural land is valued separately from the buildings or other hereditaments, the gross estimated rental and rateable value of such buildings or other hereditaments shall, for the purpose of the statements under the Act, be those stated in the valuation list.

2. Where in the valuation list in force on the twentieth day of July, One thousand eight hundred and ninety-six, any hereditament separately valued consists in part of agricultural land and in part of buildings whether with or without other hereditaments, the hereditament shall be divided so that the agricultural land alone shall be entered in the valuation list as one hereditament, and the buildings and other hereditaments as another separate hereditament, so that the value of the agricultural land shall be divided from the value of the buildings and other hereditaments.

3. Upon such division the minimum rateable value of the buildings and other hereditaments shall, subject to the proviso herein-after contained, be as follows :—

- (a) If they include a house, then the minimum rateable value shall be one-eighth of the rateable value of the undivided hereditament as previously stated in the valuation list :
- (b) If the said buildings or other hereditaments do not include a house, then the minimum rateable value shall be five per cent. of the rateable value of the undivided hereditament, as previously stated in the valuation list :
- (c) Provided that—
 - (i) if in any special case it appears to the overseers or assessment committee that by reason of the character or condition of the house or buildings or other exceptional circumstances the minimum rateable value fixed by the above regulations is higher than the rateable value would be if ascertained in the ordinary way, they may, subject to the consent of the surveyor of taxes, fix a rateable value below the minimum fixed by the above regulations, and the rateable value so fixed shall be substituted for the minimum rateable value fixed by the above regulations ;
 - (ii) if the said minimum rateable value of the house, buildings, and other hereditaments would otherwise be less than three pounds, it shall, notwithstanding any such consent of the surveyor of taxes, be three pounds ;
 - (iii) if the house is assessed to the inhabited house duty, and the said minimum rateable value for the house, buildings, and other hereditaments together would otherwise be less than the annual value of the house as so assessed, it shall, notwithstanding any consent of the surveyor of taxes, be the annual value of the house, as so assessed.

4. Upon the division mentioned in clause 2 of this article the minimum gross estimated rental of the buildings and other hereditaments shall be the minimum rateable value thereof, with the addition of a sum equal to that which would have been deducted from the gross estimated rental to find the said rateable value according to the character of the hereditaments and the practice of the assessment committee.

5. The gross estimated rental of the buildings and other hereditaments and that of the agricultural land shall not when added together exceed the gross estimated rental of the undivided hereditament.

6. Notice in the form shown in Schedule M. hereto shall be given to the surveyor of taxes by the overseers or the assessment committee of all cases in which the rateable value is fixed by them, subject to his consent, below the minimum fixed by these regulations; and such notice shall be sent to the surveyor of taxes at the same time as the statement mentioned in Article 4 or the notice mentioned in Article 7, 2, as the case may be.

Proceedings of Assessment Committee in case Overseers fail to make a Statement.

Article 6.—If the overseers fail to send, on or before the seventh day of September, One thousand eight hundred and ninety-six, to the assessment committee a statement that there is no agricultural land in the parish, or a statement such as is required in Article 4, 1 (b), the committee, unless the Board otherwise direct, shall, without any consent of the guardians of the poor law union, forthwith appoint some person to make and sign such statement within such time as may be fixed by the committee, not exceeding seven days from the date of his appointment, and the person so appointed shall, when he shall have made such statement, forthwith send a copy thereof and of the notice, if any, required by Article 5, 6, to the overseers and to the surveyor of taxes; and the statement so made and signed shall be dealt with under these regulations as if it had been made by the overseers: Provided that—

1. The making of the said statement shall not relieve the overseers from any liability they may have incurred in consequence of their default.
2. Every assessment committee shall, on the tenth day of September, One thousand eight hundred and ninety-six, inform the Board whether they have received the statements in respect of all the parishes in the union, and, if not, in respect of what parishes statements have not been received, and what measures have been taken by them in those cases.

Correction of the Overseers' Statements by the Assessment Committee.

Article 7.—1. As soon as practicable after the receipt by the assessment committee of the statement made by the overseers under Article 4, the committee shall take the statement into consideration, and ascertain, so far as possible, the correctness of the several particulars therein, and where the statement appears to them to be incorrect or defective, or inconsistent with Article 4, 3, or Article 5, shall amend it. For this purpose the committee shall exclude from the agricultural land any hereditament which the overseers have inserted in the statement as such, but which appears to them not to be agricultural land as defined in the Act, and shall insert in the statement as agricultural land any hereditament which, in their opinion, the overseers have wrongly omitted; and may alter the respective values, as shown in the statement, of the agricultural land and of the buildings or other hereditaments in any separately valued hereditament comprising both agricultural land and buildings or other hereditaments; but the committee shall not alter the total value, as shown in the valuation list, of any such separately valued hereditament, or contravene the provisions of Article 4, 3, or Article 5. The committee shall ascertain the correctness of the totals of the value of the agricultural land and of the buildings and other hereditaments in the parish, altering the same, if necessary, according to the corrections made by them in the particulars or the statement, or as may be required by reason of any omission or error.

2. The committee shall complete the examination and correction of the statement on or before the twenty-eighth day of September, One thousand eight hundred and ninety-six, and shall, on or before the third day of October, One thousand eight hundred and ninety-six, cause notice of any correction made by them to be given to the surveyor of taxes and to the overseers in the form shown in Schedule N. hereto.

Objections by the Surveyor of Taxes and by the Overseers.

Article 8.—1. The surveyor of taxes shall within fourteen days of the receipt by him of the notice of any corrections of the overseers' statement by the assessment committee, or within fourteen days after the third day of October, One thousand eight hundred and ninety-six, if he has then received no notice of any such corrections, give to the committee notice of his objections to the statement or to any correction thereof on the ground (a) that any separately valued hereditament has been wrongly entered as agricultural land, or (b) that the value of such buildings and other hereditaments not being agricultural land as are included in a separately valued hereditament comprising also agricultural land has been underestimated, and in the latter case shall state the gross estimated

rental and rateable value of the buildings and other hereditaments not being agricultural land which, in his opinion, should be inserted in the statement. The surveyor, shall at the same time give notice of such objections to the overseers.

The surveyor of taxes shall, within the time within which he is required to give notice of his objections, if any, to the statement or any correction thereof, state in what cases he consents and in what cases he refuses his consent to the valuation of any buildings and other hereditaments being fixed at less than the minimum rateable value. Such statement shall be made in manner shown on the form in Schedule M. hereto, a copy of which, with such statement thereon, shall be forthwith sent by him to the overseers and to the assessment committee.

2. The overseers shall, within seven days after the receipt by them of notice of any correction made in the statement by the assessment committee, or of any objection made by the surveyor of taxes, give notice to the committee and to the surveyor if they intend to object to the same.

3. The assessment committee shall fix a day, not later than the fourth day of November, One thousand eight hundred and ninety-six, for considering the objections of which the surveyor of taxes and the overseers have given notice, and shall give them not less than four days' notice of the day so fixed. At their meeting on that day, or at some adjournment thereof, not later than the eleventh day of November, One thousand eight hundred and ninety-six, they shall hear the surveyor of taxes and the overseers if he or they desire to be heard, and decide whether the statement shall stand, or whether and in what way the same shall be altered, provided that any alteration required by an objection of the surveyor of taxes shall be made by the committee unless it is proved to the satisfaction of the committee to be unfair or incorrect.

4. In any case where the surveyor of taxes has refused his consent to the rateable value of any buildings or other hereditaments not being agricultural land being fixed at less than the minimum, the assessment committee shall correct the statement by entering therein the rateable value of the hereditament at an amount not less than the minimum.

5. The statement as settled by the committee shall be forthwith approved under the hands of three members of the committee present at the meeting at which the same is approved, and shall be forthwith delivered to the overseers and by them deposited in such manner, and such notice shall be given of the deposit, and there shall be the like right of inspecting and demanding and taking copies of or extracts from such statement, as in the case of a valuation list under Section 17 of the Union Assessment Committee Act, 1862* ; and at the expiration of seven days from the deposit of the state-

* 25 & 26 Vict. c. 103.

ment the same shall be returned by the overseers to the clerk to the committee.

6. For the purposes of the examination and correction of the overseers' statements and the hearing and deciding objections by the surveyor of taxes and the overseers under these regulations, the assessment committees shall have the like powers of calling for the production of any public or parochial rates and assessments, or for extracts thereof, and of requiring the attendance of persons having the custody of such rates and assessments, or the collection thereof, as they have under the Union Assessment Committee Acts, 1862 to 1880,* for the purpose of correcting the valuation lists and hearing and deciding on the objections thereto, and generally, so far as may be necessary for the purposes of the Act, may proceed under these regulations as if the statements made by the overseers were valuation lists made by them, and the provisions of the Union Assessment Committee Acts, 1862 to 1880,* shall, except so far as these regulations shall otherwise provide, apply, with the necessary modifications, as nearly as circumstances will permit. Provided that where notice of any objection has not been duly given, the committee may proceed to hear and decide the objection, if the surveyor of taxes or overseers, as the case may be, to whom notice should have been given, consent to the same being so heard and decided.

Appeals to Special and Quarter Sessions against Decisions of the Assessment Committee.

Article 9.—1. The surveyor of taxes or the overseers, if dissatisfied with the decision of the assessment committee on any objection, may appeal to the special sessions held for the purposes of the Act as hereinafter provided, written notice of such appeal being given not later than the twentieth day of November, One thousand eight hundred and ninety-six, by the surveyor of taxes or the overseers, whichever of them shall be the appellant, to the other of them and to the assessment committee and to the occupier of the hereditaments to which the appeal relates; and such occupier shall be entitled to appear and be heard on the appeal. The justices in each petty sessional division shall, on or before the sixteenth day of November, One thousand eight hundred and ninety-six, appoint a day for the holding of a special sessions for the hearing of such appeals; such day to be not earlier than the second day of December, One thousand eight hundred and ninety-six, and not later than the ninth day of December, One thousand eight hundred and ninety-six.

2. The special sessions shall hear and decide the appeal as if the same were an appeal against a rate under Section 6 of the Parochial Assessments Acts, 1836,† and shall have the like

* 25 & 26 Vict. c. 103; 27 & 28 Vict. c. 39; 43 & 44 Vict. c. 7.

† 6 & 7 Will. 4, c. 96.

powers for this purpose (including the power of awarding costs) as if the same were an appeal under that section, and the decision of the special sessions shall be binding and conclusive unless the surveyor of taxes or the overseers appeal against the same to the next practicable court of quarter sessions: Provided that it shall be sufficient if notice of the appeal to such court be given by the surveyor, or the overseers, whichever of them may be the appellant, to the other of them and to the assessment committee and to the occupier ten clear days before the day appointed for the said court of quarter sessions; and the occupier shall have a right to appear and be heard on the appeal.

3. The surveyor of taxes or the overseers, if dissatisfied with the decision of the assessment committee on any objection, may, instead of appealing to special sessions, appeal to the next practicable court of quarter sessions, and such appeal shall be made, and the court of quarter sessions shall hear and decide the appeal in manner provided with respect to appeals by the Summary Jurisdiction Act, 1879,* as if the assessment committee were a court of summary jurisdiction, and shall have the like powers for this purpose (including the power of awarding costs) as if the appeal were under that Act. Written notice of any such appeal shall be sent not later than the twentieth day of November, One thousand eight hundred and ninety-six, by the surveyor or the overseers, whichever of them shall be the appellant, to the other of them and to the assessment committee and to the occupier of the hereditaments to which the appeal relates; and the occupier shall have the right to appear and be heard on the appeal.

4. In any notice of appeal to special or quarter sessions by the surveyor of taxes, he shall state the gross estimated rental and rateable value of the buildings and other hereditaments, not being agricultural land, which, in his opinion, should be inserted in the statement; and the court before whom the appeal shall be heard shall give effect to the notice unless it is proved to the satisfaction of the court to be unfair or incorrect.

5. Neither the assessment committee in deciding on any objection, nor special or quarter sessions on any appeal under these regulations, shall alter the total gross estimated rental, or rateable value of any separately valued hereditament, as shown in the valuation list, or the total rateable value of the parish, or contravene the provisions of Article 4, 3, or Article 5.

6. The court of special sessions or quarter sessions who shall decide any appeal under these regulations shall direct what alteration, if any, shall be made in the statement, so far as relates to the subject of appeal, and the committee shall alter the statement accordingly.

* 42 & 43 Vict. c. 49.

Returns to be made by the Assessment Committee to the Local Government Board.

Article 10.—1. The assessment committee shall, on or before the thirteenth day of November, One thousand eight hundred and ninety-six, inform the Board whether the statements relating to the several parishes in the union have been approved by them; and shall, on or before the twenty-fourth day of November, one thousand eight hundred and ninety-six, make and send to the Board a return in accordance with the statements approved by them.

2. The return shall be made in the form in Schedule O. hereto, shall contain a correct statement of all the particulars specified therein, and shall be signed by three members of the assessment committee and by the clerk.

3. The assessment committee shall on the twenty-sixth day of January, One thousand eight hundred and ninety-seven, send to the Board a return stating the gross estimated rental and rateable value of the agricultural land, and of the buildings and other hereditaments not being agricultural land, in each parish according to the statements as altered in accordance with the appeals, if any, to special or quarter sessions decided up to that date, and as to the appeals still pending.

4. If any appeals are so pending, the assessment committee shall, as soon as practicable after all such appeals have been decided or withdrawn, send a corrected return to the Board showing the effect, if any, of the same on the value of the agricultural land, and of the buildings and other hereditaments not being agricultural land, in the parish; or, if no alteration has been made in the value as stated in the last return, shall inform the Board accordingly.

5. Any return required by paragraphs 3 or 4 to be sent to the Board shall be in the forms in Schedule P. or Schedule Q. hereto (as the case may require), and shall contain a correct statement of all the particulars specified therein, and shall be signed by three members of the assessment committee and by the clerk.

6. At the same times when the assessment committee make the returns or send the information mentioned in paragraphs 3 and 4 to the Board, copies thereof, or of so much thereof as relates to the county or borough, shall be sent by the committee to the county council, and to the council of any borough wholly or partly comprised in the poor law union. Copies of so much of any return made under paragraph 3 as relates to parishes comprised in the metropolitan police district shall also be sent by the assessment committee to the receiver for the metropolitan police district.

Statements and Returns to be made by Overseers where there is no Valuation List for a Parish.

Article 11.—Where there is no valuation list for a parish the overseers shall make a statement as required by Article 4, and shall on or before the seventh day of September, One thousand eight hundred and ninety-six, send a copy thereof, together with such a notice as is mentioned in Article 5, 6, if such a notice is required, to the surveyor of taxes, who shall, on or before the seventeenth day of October, One thousand eight hundred and ninety-six, send to them notice of any objections to the statement, and also inform them in what cases, if any, he gives his consent under Article 5, 3 (c) (i). The overseers shall fix a day, not later than the fourth day of November, One thousand eight hundred and ninety-six, for considering the objections of the surveyor of taxes, and shall give him not less than seven days' notice thereof. At their meeting on that day or on some adjournment thereof, not later than the eleventh day of November, One thousand eight hundred and ninety-six, they shall, after hearing the surveyor of taxes, if he desires to be heard, decide whether the statement as made by them shall stand, or whether and in what way the same shall be altered; provided that any alteration required by an objection of the surveyor of taxes shall be made by the overseers unless it is proved to their satisfaction to be unfair or incorrect. The statement as settled by the overseers shall be signed by them or a majority of them. The provisions of Articles 4, 5, and 8 shall, with the substitution of the last poor rate made before the passing of the Act for the valuation list, and with such other modifications as may be required, apply to the statements to be made under this Article, and to the objections of the surveyor of taxes thereto, and the surveyor of taxes shall have the like power of appeal to special or quarter sessions against any decision of the overseers as he would have under Article 9 against a decision of the assessment committee, and Article 9 shall apply to such appeals, and to the special and quarter sessions to be held for the hearing thereof, and the statement shall be altered by the overseers in accordance with the decisions on appeal.

The returns required by Article 10 to be made by the assessment committee shall, in cases coming under this Article, be made with the necessary modifications, and copies thereof shall be sent by the overseers, as if they were an assessment committee.

Return to be made by any Council or Body, not being an Assessment Committee, whose duty it is to revise or make, for the purpose of any Rate to which the Act applies, a Basis, Standard, or other Valuation.

Article 12.—1. Whether the basis, standard, or valuation made, for the purpose of any rate to which the Act applies,

by any council or body, not being the receiver for the metropolitan police district or an assessment committee or overseers, contains particulars of separately valued hereditaments, or contains only the total value of each parish, the council or body shall make a return showing (1) the total net annual value of the hereditaments in each parish according to the basis, standard, or valuation in force at the passing of the Act, and (2) the total net annual values of the agricultural land and of the buildings and other hereditaments not being agricultural land, in each parish, divided according to the proportion in which the total rateable value of the parish is divided in the return made by the assessment committee as required in Article 10, 3, the form of which is shown in Schedule P. hereto, or by overseers as required by Article 11. The return shall be made in the Form No. 1 in the Schedule R., or in the form in the Schedule S. hereto, as the case may require, and shall be signed by the clerk to the county council, or, in the case of a council or body other than a county council, by the mayor or chairman, or two members, and by the clerk; and shall be sent to the Board on or before the tenth day of February, One thousand eight hundred and ninety-seven.

Copies of the returns, so far as they relate to parishes within the metropolitan police district, shall at the same time be sent to the receiver for the metropolitan police district.

2. Every county council shall also make a return showing the net annual value of each area into which the county is divided for special county purposes, and the net annual value of each such area divided between agricultural land, and buildings and other hereditaments not being agricultural land, in the proportion in which the total rateable value of the parish or parishes in the area is so divided according to the return made by the assessment committee as required in Article 10, 3, the form of which is shown in Schedule P. hereto, or by the overseers as required by Article 11.

The return shall be made in the form shown in the Form No. 2 in Schedule R. hereto, and shall contain the information specified therein, and shall be signed by the clerk to the county council, and shall be sent to the Board on or before the tenth day of February, One thousand eight hundred and ninety-seven.

3. Where there is no valuation list for a parish the hereditaments included in the statement settled as provided in Article 11 shall, in the next rate made after the thirty-first day of March, One thousand eight hundred and ninety-seven, be assessed by the overseers as agricultural land, or as buildings and other hereditaments not being agricultural land, according as they shall be so entered, and at the several values specified, in the statement settled by the overseers subject to any alterations made thereon on appeal before the making of the rate.

Return to be made as to Highway Areas, or Hereditaments exempt from Highway Rate.

Article 13.—1. (a) Every surveyor of highways or board for the repair of the highways of a parish, if the highway parish is not co-extensive with a poor law parish, or if any hereditaments therein rateable to the poor rate are exempt from the payment of highway rates, and (b) every district council levying a highway rate on any area not co-extensive with one or more poor law parishes, or a rate wholly or partly for highway purposes from the payment whereof, or of so much thereof as is for highway purposes, certain hereditaments rateable to the poor rate are exempt, shall make and send to the Board a return in the form shown in Schedule T. hereto, correctly stating the several particulars therein specified.

2. The return shall be signed by the surveyor of highways, or, in the case of a board for the repair of the highways of a parish, by two members of the board, or in the case of a district council, by the clerk; and shall be sent to the Board on or before the first day of December One thousand eight hundred and ninety-six.

Return as to other Areas not co-extensive with Poor Law Parishes.

Article 14.—Every spending authority levying any rate to which the Act applies, other than a highway rate, on an area not co-extensive with one or more poor law parishes, shall make and send to the Board a return in the form shown in Schedule V. hereto, and correctly stating the several particulars specified in the said form.

The return shall be signed by the clerk of the spending authority, and shall be sent to the Board on or before the first day of December, One thousand eight hundred and ninety-six.

As to the Alteration of the Valuation List in accordance with the Statements, and as to application of the Statement to the first Rate made by Overseers where there is no Valuation List.

Article 15.*—1. The assessment committee shall make out a list with respect to all the hereditaments included in the statement made to them by the overseers as corrected and altered by the committee (including any additions thereto made by the committee of hereditaments omitted by the overseers), and as altered in accordance with any decisions on appeals then decided. The said list shall be in the form shown in Schedule W. hereto, and shall contain in the column headed "Rateable Value of Agricultural Land" the rateable values as well of the separately rated hereditaments consisting wholly of agricultural land as of the agricultural land which in the valuation

* See Articles 1 & 2 of the Agricultural Rates Order, 1897, printed at p. 534 below.

list is assessed together with buildings or other hereditaments, and shall contain, in the column headed "Rateable Value of Buildings and other Hereditaments not being Agricultural Land," the rateable value of any buildings or other hereditaments which in the valuation lists are assessed together with agricultural land. In such cases the agricultural land and the buildings and other hereditaments shall be shown on separate lines, as in the exemplification given in Schedule X.

The list made as aforesaid shall, on or before the first day of March, One thousand eight hundred and ninety-seven, be approved by the assessment committee in manner provided by Section 20 of the Union Assessment Committee Act, 1862,* and shall, from and after the thirty-first day of March, One thousand eight hundred and ninety-seven, be deemed to be a supplemental valuation list and shall be substituted for so much of the valuation list as relates to the same hereditaments; provided that for the purpose of estimating the contributions of the several parishes to the common fund of a union, or any other contributions to be raised after the said day according to the assessable value of the parishes, the same shall be deemed to be in force from and after the approval of such list.

2. A copy of the said supplemental valuation list, duly signed and countersigned, shall be delivered to the overseers in accordance with Section 30 of the Poor Law Amendment Act, 1868,† and shall be preserved by the overseers and dealt with by them as required by the Union Assessment Committee Acts.

As to adapting the Statutory Form of the Valuation List and of the Poor Rate.

Article 16.—In every parish in which there is any agricultural land as defined by the Act, any new or supplemental valuation list made after the thirty-first day of March, One thousand eight hundred and ninety-seven, shall be made out in the form shown in Schedule W. hereto, instead of being made in the form shown in the schedule to the Union Assessment Committee Act, 1862,* and every rate made after that date which is now required to be made in the form shown in the schedule to the Parochial Assessment Act, 1836,‡ shall in every such parish be made in the form shown in Schedule Y. hereto.

As to the temporary adoption by the County Council or other Council of the division of the Rateable Value of Agricultural Land and that of Buildings and other Hereditaments.

Article 17.—1. County councils and other councils whose duty it is to make, for the purposes of any rate to

* 25 & 26 Vict. c. 103.

† 31 & 32 Vict. c. 122.

‡ 6 & 7 Will. 4. c. 96.

which the Act applies, a basis or standard or valuation which will not contain particulars of separately rated hereditaments, but only the total rateable value of each parish, shall cause a basis or standard or valuation to be prepared in the form set out in Schedule Z. hereto, showing (1) the total rateable value of each parish in the county or other area to which the basis or standard or valuation applies according to the basis, standard, or valuation then in force, (2) the total rateable value of the parish (according to such basis, standard, or valuation) divided if the parish contains any agricultural land between (a) agricultural land and (b) buildings and other hereditaments not being agricultural land, according to the proportion in which the total rateable value of the parish is so divided in the return made by the assessment committee as required in Article 10, 3, the form of which is shown in Schedule P. hereto, or by overseers as required by Article 11, and (3) the assessable value of each parish, that is to say, one-half the rateable value of the agricultural land in the parish, if the parish contains any agricultural land, added to the rateable value of the buildings and other hereditaments not being agricultural land, in the parish.

2. Such basis, standard, or valuation shall, on or before the tenth day of February, One thousand eight hundred and ninety-seven, be approved by the council, or by some committee authorised by the council to approve the same; and, notwithstanding anything contained in the County Rates Act, 1852,* or in any other Act, from and after the thirty-first day of March, One thousand eight hundred and ninety-seven, the values of the several parishes as shown in the column of such basis, standard, or valuation headed "Assessable Value of the Parish, being one-half the amount in column 3 added to the amount in column 4" shall during the continuance of the Act be the basis, standard, or valuation for the levying of county rate or any other rate leviable by the council according to the assessable value of the several parishes on which the same is levied [except so far as the council may in manner provided by law amend or partially alter such basis, standard, or valuation, or]† unless or until the council shall make a new basis, standard, or valuation in manner provided by law.

3. Copies of the basis, standard, or valuation approved as required by paragraph 2 shall, on or before the twentieth day of February, One thousand eight hundred and ninety-seven, be sent in the case of the county rate basis, to all the boards of guardians of all poor law unions wholly or partly included in the county, and to all other persons to whom precepts for county contributions are directed, and as regards so much of any such basis as relates to parishes comprised in the metro-

* 15 & 16 Vict. c. 81.

† The words in square brackets were inserted by the Agricultural Rates Order Amendment Order, 1897, printed at p. 533 below.

politan police district, to the receiver for the metropolitan police district, and, in the case of standards or valuations for borough or other rates, to the overseers or other persons to whom precepts for such rates are issued.

4. Provided that if after the tenth day of February, One thousand eight hundred and ninety-seven, the rateable value of the agricultural land in any parish included in such basis, standard, or valuation shall be altered on any appeal under these regulations decided after that date, the council may, if they think fit, notwithstanding anything contained in the County Rates Act, 1852,* or in any other Act, alter the basis, standard, or valuation accordingly; and shall in such case send notice of the alteration to the several boards of guardians and other persons to whom copies of the basis, standard, or valuation were sent as herein-before directed.

Application of Regulations to Metropolis.

Article 18.—These regulations and the forms in the schedule thereto, in their application to parishes within the metropolis as defined by the Valuation (Metropolis) Act, 1869,† (herein-after in this Article called “the said Act,”) shall have the following and any other necessary modifications:—

- (1.) “Gross value” shall be substituted for “gross estimated rental.”
- (2.) It shall not be necessary for the overseers of any parish in which there is no agricultural land to send to the assessment committee a statement to that effect as required by Article 4, 1 (a).
- (3.) The forms shown in Schedules G. 2, L. 2, N. 2, W. 2,‡ and Y. 2 shall be substituted for those shown in Schedules G., L., N., W., and Y., respectively, and in the forms shown in Schedules R. and Z. “rateable value” shall be substituted for “net annual value.”
- (4.) Section 21 of the said Act, and Section 39 of the said Act, so far as it relates to costs of appeals to special sessions shall apply to special sessions held for the purposes of these regulations.
- (5.) Appeals under Article 9, 2, from special sessions, or under Article 9, 3, from decisions of assessment committees, shall be heard and decided by quarter sessions, under the said Act, as amended by the Local Government Act, 1888, as if they were appeals under the said Act against a valuation list, and for the purpose of hearing and deciding such appeals

* 15 & 16 Vict. c. 11.

† 32 & 33 Vict. c. 67.

‡ By the Amendment Order of 1898 a new form was substituted for Schedule W. 2 as regards valuation lists made after March 31, 1898, and has been so substituted in this reprint.

quarter sessions shall have the like powers (including the power of awarding costs) as they have for the purpose of the appeals under the said Act, provided that no person shall be entitled to appeal to such sessions or appear to be heard on any appeal except the persons entitled under these regulations to appeal or to appear and be heard on any appeal to quarter sessions.

- (6.) The following sections of the said Act, that is to say, Section 50 as to expenses, Section 60 as to parishes where the vestry or the board of guardians perform the duties of overseers, Section 65 as to the service of notices, and Section 67 as to inspection of documents deposited, shall apply as if the statement and returns to be made under these regulations were valuation lists under the said Act.

As to the reasonable expenses of making the Statements and Returns required by these Regulations.

Article 19.—The reasonable expenses of county councils and other local authorities, and of overseers, and assessment committees, in making the statements and returns required by these regulations, or otherwise in performing the duties imposed on them by these regulations, and the reasonable remuneration, whether by gratuity or otherwise, of any officers or other persons employed by them in this behalf, shall, as regards the assessment committee, notwithstanding anything contained in the Union Assessment Committee Acts, 1862 to 1880,* be paid out of the funds or rates out of which their expenses are ordinarily payable. Provided that any expenses incurred by an assessment committee by reason of the default of any overseer shall be charged by the guardians as expenses incurred on behalf of the parish in respect of which the default occurred.

Fines for failure to comply with any of these Regulations.

Article 20.—Every authority, officer, or person on whom by these regulations a duty is imposed of making any statement or return, or who shall be required by the Board, under these regulations, to furnish any information, and who shall fail, without reasonable excuse, to make such statement or return, or furnish such information, within the time specified by these regulations or by the Board, shall be liable to a penalty not exceeding forty shillings, and, in case of a continuance of the offence, to a penalty not exceeding forty shillings a day during such continuance.

Extension of Time in particular Cases.

Article 21.—The Board may in any special case extend the times fixed by these regulations for furnishing returns and

* 25 & 26 Vict. c. 103; 27 & 28 Vict. c. 39; 43 & 44 Vict. c. 7.

statements, the giving of notices, and any other proceedings thereunder, and may give any directions necessary for carrying the Act and these regulations into effect.

Provision for further Returns, &c.

Article 22.—For the purposes of the Act any authority or officer shall make such further returns or give such further information as the Board may require, and all persons shall comply with any such requirement, and the Board may appoint such persons and assign them such powers and duties, and do such acts or things, as appear to them necessary for carrying the Act into effect.

Short Title of Order.

Article 23.—This Order may be cited as “The Agricultural Rates Order, 1896.”

Schedule A.

Administrative Counties.

(Not County Boroughs).

FORM No. 1.

Administrative County of

Return under the Agricultural Rates Act, 1896.

Contributions for General County Purposes.

Precepts for Contributions for General County Purposes payable during the year ended 31st March, 1896.

Dates when made payable. 1.	Amounts. 2.
	£ s. d.
Total - - - -	

The date of the precepts payable next before 31st March, 1895, was
was *l.*, and the total amount included in such precept

The date of the precepts payable next after 31st March, 1896, was
was *l.*, and the total amount included in such precepts

I hereby certify that the foregoing return is correct [and that the only alterations in the area of the Administrative County since 31st March, 1895, are those shown in the annexed Form No. 3].*

(Signed)

Clerk to the County Council.

Address

Date

* The words in brackets are to be struck out if there has been no alteration.

Agricultural Rates Order, 1896 :—Sch. A. :—F. No. 2. 491

FORM No. 2.

Administrative County of

Return under the Agricultural Rates Act, 1896.

Contributions for Special County Purposes.

A separate return shall be furnished for each area in respect of which a separate account is kept under Section 68 (7) of the Local Government Act, 1888.

Area No.

Special contributions for the following purposes ; that is to say,—

Precepts for Contributions for the Special County Purposes specified above, payable during the year ended 31st March, 1896.

Dates when made payable. 1.	Amounts. 2.	Parishes or Areas liable to be assessed to County contributions for the above purposes.* 3.
	£ s. d.	
Total - - -		

The date of the precepts payable next before 31st March, 1895, was _____, and the amount included in such precepts was _____ l.

The date of the precepts payable next after 31st March, 1896, was _____, and the amount included in such precepts was _____ l.

I hereby certify that the foregoing return is correct [and that the only alterations since 31st March, 1895, in the area contributing to the special purposes specified above are those shown in the annexed Forms Nos. 3 and 4].†

(Signed)

Clerk to the County Council.

Address _____

Date _____

* If more convenient the names of parishes or areas in the county exempted from contributions for the above purposes may be stated and the heading altered accordingly.

† The words in brackets are to be struck out if there has been no alteration.

Agricultural Rates Order, 1896 :—Sch. A. :—F. Nos. 4, 5. 493

FORM No. 4.

Particulars to be furnished where any Parish or other Area has, since the 31st March, 1895, while remaining within the Administrative County, been excluded from any Area in respect of which a separate account is kept under Section 68 (7) of the Local Government Act, 1888, or included within such an Area.

Administrative County of

Return under the Agricultural Rates Act, 1896.

Names of Parishes and Descriptions of other Areas within the above-named Administrative County excluded from or included in a Rating Area since the 31st March, 1895.	Rating Area from which ex-cluded.	Rating Area in which in-cluded.	Dates from which the Altera-tion took effect.	Valuation of each of the Parishes or Areas according to the County Rate made next before 31st March, 1895.	Amount of County Contributions for Special County Purposes payable in respect of each of the Parishes or Areas during the Year ended the 31st March, 1896, to each of the Accounts, affected by the Alteration, kept under Section 68 (7) of the Local Government Act, 1888.	
					Payable to the Account kept in respect of the Rating Area from which the Parish or Area was excluded.	Payable to the Account kept in respect of the Rating Area in which the Parish or Area was included.
1.	2.	3.	4.	5.	6.	7.
				£	£ s. d.	£ s. d.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the County Council.

Address

Date

FORM No. 5.

County Council of the Isles of Scilly.

Return under the Agricultural Rates Act, 1896.

1.—General Expenses.

The amounts included in the precepts of the council payable during the year ended 31st March, 1896, in respect of general expenses under Article XIX. (2) and (3) of the Isles of Scilly Order, 1890, and the dates when such amounts were payable, were as follows :—

Amounts.	Dates when payable.
£ s. d.	
Total - £	

The rateable value, for general expenses, of the Isles on 31st March, 1896, was

l.

Schedule B.

Boroughs, including County Boroughs.

FORM No. 1.

Borough of

Return under the Agricultural Rates Act, 1896.

The dates on which contributions to the borough rate of the above-named borough assessed equally over the whole borough on the basis of the [Valuation for the Poor Rate]* were payable by the overseers during the year ended the [25th] [31st] March, 1896, and the amounts payable on each such date were as follows :—

Dates.	Amounts.
1.	2.
	£ s. d.
Total - - -	

The sums included for the expenses of the school board (if any) in such contributions amounted to *l.*

The date on which contributions to the borough rate of the above-named borough, assessed equally over the whole borough on the basis of the [Valuation for the Poor Rate]* were payable by the overseers next before the [25th] [31st] March, 1895, was *l.*, and the amount of the contribution then payable was *l.*

The date on which contributions to the borough rate of the above-named borough, assessed equally over the whole borough on the basis of the [Valuation for the Poor Rate]* were payable by the overseers next after the [25th] [31st] March, 1895, was *l.*, and the amount of the contribution then payable was *l.*

The rateable value of the borough for the purposes of the borough rate was on the [25th] [31st] March, 1896, *l.*

I hereby certify that the foregoing return is correct [and that the only alterations in the area of the borough which have been made since the [25th] [31st] March, 1895, are those set out in Form No. 3 annexed].†

(Signed)

Town Clerk.

Address

Date

* The necessary alteration is to be made if the rate is not assessed on the basis of the Valuation for the Poor Rate.

† The words in brackets are to be struck out if there has been no alteration.

FORM NO. 2.

Borough of

Return under the Agricultural Rates Act, 1896.

Particulars of all the Public Rates to which the Act applies raised during the Year ended the [25th] [31st] March, 1896, to meet the expenditure of the Council of the above-named Borough, except the Borough Rate assessed equally over the whole Borough, and payable by the Overseers.

Name and Purpose of Rate.	Act under which Rate was levied.	Description of Area over which Rate was levied*	Rateable Value of such Area on [25th] [31st] March, 1896.	If collected by Town Council, Amount of the Rates collected during the Year ended [25th] [31st] March, 1896.†	If obtained by Precepta, payable during Year ended [25th] [31st] March, 1896.		
					Dates of Precepta.	Dates when made payable.	Amounts.‡
1.	2.	3.	4.	5.	6.	7.	8.
			£	£ s. d.			£ s. d.

The precepts in respect of these rates payable next before the [25th] [31st] March, 1895, were as follows :

Date.	Amount.
1.	2.
	£ s. d.

The precepts in respect of these rates payable next after the [25th] [31st] March, 1896, were as follows :—

Date.	Amount.
1.	2.
	£ s. d.

I hereby certify that the foregoing return is correct [and that no alterations in the areas described in column 3 have been made since the [25th] [31st] March, 1895.]†

(Signed)

Town Clerk.

Address

Date

* Particulars should be given relating to each separately rated area.

† If any part of the amount in columns 5 or 8 was raised for the purposes of the school board, the amount so raised should be entered separately and an explanatory note appended.

‡ The words in brackets are to be struck out if any of the areas have been altered.

Form No. 3.

Borough of
Return under the Agricultural Rates Act, 1896.
Particulars to be furnished where the Area of the Borough has been altered since [25th] [31st] March, 1895.

1. Title of the Act under which the Borough has been extended since [25th] [31st] March, 1895.	2. Names and Descriptions of Areas added to the Borough since [31st] March, 1895.	3. Dates from which the added Areas were liable to be rated for the Purposes of the Council of the Borough.	4. Rateable Value for Poor Law Purposes of each of the Added Areas at Lady Day, 1895.	5. Names of Local Authorities superseded in the added Areas by the Council of the Borough.	6. Amounts, if any, of Public Rates to which the Act applies raised* during the Year ended [31st] March, 1896, in respect of each of the Added Areas, by each of the Local Authorities named in Column 5.			7. Amounts raised during the Year ended [31st] March, 1896, and included in Forms Nos. 1 and 2 in respect of each of the Added Areas.			
					8. Names of Local Authorities.	9. Name of Rate.	10. Amount.	Included in Form No. 2.			
								Borough Rate, including School Board Rate.	School Board Rate.	Description of Area over which Rate was levied.	Amount.
								9.	10.	11.	12.
			£			7.	8.	£ s. d.	£ s. d.		£ s. d.

* If the rates were collected by the late local authority, the amounts to be entered in this column should be the amounts collected from the added area. If the rates were raised by means of precept by the late local authority, the amount to be entered in this column should be the proportion, calculated on rateable value included in respect of the added area in the precept payable during the year.

I hereby certify that the foregoing return is correct.

(Signed)

Town Clerk.

Address

Date

Agricultural Rates Order, 1896 :—Sch. C. :—F. Nos. 3, 4. 499

FORM No. 3.

Form to be used where the Urban District Council raise Highway Rates.

Urban District of

Return under the Agricultural Rates Act, 1896.

Highway Rate.			
Amount of Highway Rates Collected by the Urban District Council during the Year ended the 31st March, 1896.	Description of Area in which Highway Rate was raised.	Rateable Value on 31st day of March, 1896, of Area in which Highway Rate was raised.	
		Poor Rate Valuation.	Valuation for Highway Purposes.
1.	2.	3.	4.
£ s. d.		£	£

The amount of the highway rates received in respect of the above-described area by the urban district council during the year ended 31st March, 1895, was

£. |

FORM No. 4.

Form to be used where the Urban District Council raise Public Rates to which the Act applies (other than Highway Rates or rates for expenses of a School Attendance Committee).

Urban District of

Return under the Agricultural Rates Act, 1896.

Public Rates (other than those above excepted) to which the Act applies, and which the Urban District Council levy in their district.

Name or Purpose of Rate.	Act under which Rate is raised.	Description of Area upon which Rate was raised.	If Collected by District Council, amount of the Rates Collected during Year ended the 31st March, 1896.*	If obtained by Precepts payable during the Year ended 31st March, 1896.†			
				Name of Authority to whom the Precepts were issued.	Dates of Precepts.	Dates when made payable.	Amounts.
1.	2.	3.	4.	5.	6.	7.	8.
			£ s. d.				£ s. d.

* The amount of corresponding rates received during the year ended 31st March, 1896, was

† The precepts in respect of these rates payable next before the 31st of March, 1896, were as follows :—

Date.	Amount.
1.	2.
	£

The precepts in respect of these rates payable next after the 31st of March, 1896, were as follows :—

Date. 1.	Amount. 2.
	£

I hereby certify that the foregoing returns are correct [and that the only alterations in the areas in which the foregoing rates were raised made since 31st March, 1895, are those shown in Form No. 5 annexed].*

(Signed)

Clerk to the Urban' District Council.

Address

Date _____

FORM No. 5.

Particulars to be furnished where the Area of the District or of the District of the School Attendance Committee has been altered since the 31st March, 1895.

Urban District of

Return under the Agricultural Rates Act, 1896.

(a.) Areas transferred from the above-named Urban District to other Districts, or from the District of the School Attendance Committee appointed by the Urban District Council to the District of another School Attendance Committee or the District of a School Board.

Names and Descriptions of Areas transferred since the 31st March, 1895.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Names of Local Authorities by whom the Urban District Council was superseded in each of the Areas described in Column 1.	Amounts raised during the Year ended 31st March, 1896, and included in Forms Nos. 2, 3, or 4 in respect of each of the Areas described in Column 1.		
				Included in Form No. 2.	Included in Form No. 3.	Included in Form No. 4.
1.	2.	3.	4.	5.	6.	7.
				£ s. d.	£ s. d.	£ s. d.
			Total - £			

* The words in brackets to be struck out if none of the areas has been altered.

Agricultural Rates Order, 1896 :—Sch. D. :—F. No. 1. 501

- (b.) Areas transferred to the above-named Urban District from other Districts or from Highway Parishes or from the District of another School Attendance Committee.

Names and Descriptions of Areas transferred since the 31st March, 1895.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Names of Local Authorities superseded by the Urban District Council in each of the Areas described in Column 1.	Amounts of Rates to which the Act applies raised* during the Year ended 31st March, 1896, in respect of each of the Areas described in Column 1 by each of the Local Authorities superseded by the Urban District Council.	Name of Rate.
1.	2.	3.	4.	5.	6.
				£ s. d.	

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Urban District Council.

Address

Date

Schedule D.

Rural District Councils.

Forms to be used where the Rural District Council have not, since the 31st March, 1895, acted as a Highway Authority for any part of the Rural District.

FORM No. 1.

Rural District of _____, in the Administrative County of _____

Return under the Agricultural Rates Act, 1896.

The amounts of the precepts of the rural district council for general expenses payable during the year ended 31st March, 1896, and the dates on which such amounts were payable, were as follows :—

Amounts. 1.	Dates when Payable. 2.
£ s. d.	
Total - - £	

The date of the precepts of the rural district council for general expenses made payable next before 31st March, 1895, was _____, and the amount included in such precept was _____ l.

* If the rates were collected by the late local authority, the amounts to be entered in this column should be the amounts collected from the added area. If the rates were raised by means of precept by the late local authority the amount to be entered in this column should be the proportion, calculated on rateable value, included in respect of the added area in the precepts payable during the year.

FORM No. 2.

Particulars to be furnished where the area of the district has been altered since the 31st March, 1895.

Rural District of

Return under the Agricultural Rates Act, 1896.

(a) Areas transferred from the above-named Rural District to other Districts.

Names and Descriptions of Areas transferred since the 31st March, 1896.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Names of Local Authorities by whom the Rural District Council was superseded in each of the Areas described in Column 1.	Amounts raised during the year ended 31st March, 1896, and included in Form No. 1 in respect of each of the Areas described in Column 1.	
				General Expenses.	Special Expenses; paid as General Expenses.
1.	2.	3.	4.	5.	6.
				£ s. d.	£ s. d.
			Total - £		

(b) Areas transferred to the above-named Rural District from other Districts.

Names and Descriptions of Areas transferred since the 31st March, 1896.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place	Names of Local Authorities superseded by the Rural District Council in each of the Areas described in Column 1.
1.	2.	3.	4.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Rural District Council.

Address

Date

.

Agricultural Rates Order, 1896 :—Sch. E. :—F. No. 1. 505

Rural District of

The amount of the precepts of the rural district council for special expenses payable during the year ended 31st March, 1896, which by reason of the smallness of their amount were paid by the overseers as if they formed part of the contributions required in respect of general expenses; the dates on which such amounts were payable; the names and descriptions of the contributory places from which such amounts were payable; and the rateable value on 31st March, 1896, of such contributory places were as follows:—

Names and Descriptions of Contributory Places. (1.)	Dates on which Precepts were payable. (2.)	Amounts payable in respect of each Contributory Place. .(3.)	Rateable Value on 31st March, 1896, of each Contributory Place. (4.)
		<i>£ s. d.</i>	<i>£</i>

I hereby certify that the foregoing returns are correct, that the rural district council have acted as the highway authority for *since 189 , [and that the rates raised in the rural district during the year ended 31st March, 1896, by any highway surveyor or highway boards superseded by the rural district council amounted (as shown in the forms† annexed) to £.]‡ [and that the only alterations in the area of the rural district or of any of the contributory places therein made since 31st March, 1895, are those shown in Form No. 3 annexed].§

I further certify that [no]] amounts were included in the precepts of the rural district council payable during the year ended 31st March, 1896, in respect of expenses under Section 82 (1) of the Local Government Act, 1894.

(Signed)

Clerk to the Rural District Council.

Address

Date _____

* Here insert the words "the whole of the rural district" or that part of the rural district situate in the county of " or "the parishes of " as the case may be.

† As to these forms see note under Schedules H. and L. at p. 514 below.

These words are to be struck out if the rural district council have not superseded any highway surveyor or highway board since the 31st March, 1895.

These words are to be struck out if there has been no alteration.

If expenses under Section 82 (1) of the Local Government Act, 1894, were included in the precepts, the word "no" in brackets should be struck out, and a statement should be annexed giving information as to such expenses, and the names of the parishes or other areas on which they were charged.

FORM No. 3.

Particulars to be furnished where the Area of the Rural District or of any of the Contributory Places mentioned in Forms Nos. 1 or 2 has been altered since the 31st March, 1895.

Rural District of

Return under the Agricultural Rates Act, 1896.

(a) Areas transferred from the above-named Rural District to other Districts since the 31st March, 1895.

Names and Descriptions of Areas transferred since the 31st March, 1895.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Rateable Value on 31st March, 1895, of each transferred Area for the Purposes of General Expenses.	Rateable Value on 31st March, 1896, of the Properties in each transferred Area which were then exempt from Assessment for Highway Purposes.	Names of Local Authorities by whom the Rural District Council was superseded in each of the Areas described in Column 1.	Amounts raised during the Year ended 31st March, 1896, and included in Forms Nos. 1 or 2 in respect of each of the Areas described in Column 1.				
						General Expenses, including Highway Expenses entered in Columns 8 and 10.	Highway Expenses, including Amount in Column 10.	Special Expenses, paid as General Expenses.	Highway Expenses charged under exceptional circumstances.	Amounts of the Property or Funds other than Rates which the Rural District Council took into account by way of Reduction of the Rates on the transferred Area pursuant to Section 59 (d) of the Local Government Act, 1894.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.
			£	£		£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
					Total - -£					

(b) Areas transferred to the above-named Rural District from other Districts since 31st March, 1895.

Names and Descriptions of Areas transferred since the 31st March, 1895.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Names of Local Authorities superseded by the Rural District Council in each of the Areas described in Column 1.
1.	2.	3.	4.

(c) Areas transferred within the District from one Contributory Place to another since the 31st March, 1895.

Names and Descriptions of Areas transferred within the District from one Contributory Place to another since 31st March, 1895.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Contributory Places from which the Transfers were made.	Contributory Places to which the Transfers were made.	Rateable Value on 31st March, 1895, of each transferred Area for the Purpose of General Expenses.	Rateable Value on 31st March, 1895, of the Properties in each transferred Area which are exempt from Assessment for Highway Purposes.	Amounts raised during the Year ended 31st March, 1896, and included in Forms Nos. 1 or 2 in respect of each of the Areas described in Column 1, distinguishing Amounts receivable before the Alteration from Amounts receivable after the Alteration.					Amounts of the Property or other Rates which the Rural District Council took into account by way of Reduction of the Rates on each transferred Area, pursuant to Section 28 (d) of the Local Government Act, 1894.
							General Expenses, including Highway Expenses entered in Columns 9 and 11.	Highway Expenses, including Amount in Column 11.	Special Expenses, paid as General Expenses.	Highway Expenses charged under exceptional circumstances.	12.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	
					£	£	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Rural District Council.

Address

Date

FORM No. 2.

Return under the Agricultural Rates Act, 1896.

Union.

Particulars to be furnished with regard to every Parish which, during the year ending Lady Day, 1896, contributed towards the Expenses of the School Attendance Committee appointed by the Guardians, or towards Parochial Charges defrayed by the Guardians, or which possessed Parish Property or Funds the Income from which was taken into account by the Guardians when making their Contribution Orders.

Names of such Parishes.	Total Amount of Contribution Orders on each such Parish payable during the Year ended Lady Day, 1896.	Amount included in such Contribution Orders for			Purpose for which the Amount in Column 5 was charged.*	Amount by which the Contributions payable by each such Parish during the Year ended Lady Day, 1896, were reduced in respect of Receipts from Parish Property or Funds.
		Expenses of School Attendance Committee appointed by the Guardians.	Payments under Precepts to other Authorities.	Parochial Charges.		
1.	2.	3.	4.	5.	6.	7.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.		£ s. d.
Total . . . £						

* This column need not be filled up unless there are entries in Columns 5 or 7.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Guardians.

Address

Date

FORM No. 3.

Return under the Agricultural Rates Act, 1896.

Union.

Particulars to be furnished where the Area of the Union has been altered since Lady Day, 1895.

(a.)—Areas transferred to other Unions.

Names of Parishes, and whether wholly or partly transferred.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Parishes and Unions, or Unions to which the Areas were transferred.	Amounts included in the Contribution Orders of the Guardians of the Union from which such Areas were transferred payable during the Year ended Lady Day, 1896, in respect of those Areas, calculated where the Area is part of a Parish on the rateable value of that part.	Amounts included in Column 5 for Payments under Precept to other Spending Authorities.*	Amounts included in Column 5 for the Expenses of School Attendance Committees.	Amounts included in Column 5 for Parochial Charges, if any.	Rateable Value of transferred Area at Date of Transfer.
1.	2.	3.	4.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£

(b.)—Areas transferred to other Unions.

Names of Parishes, and whether wholly or partly transferred.	Dates from which the Transfers took effect.	Titles of the Acts or Orders under which the Transfers took place.	Union from which transferred.	Parishes to which the Areas were transferred.	Rateable Value of transferred Area at Date of Transfer.
1.	2.	3.	4.	5.	6.
					£
				Total - - £	

* The "spending authorities" as defined by the Act include county councils, councils of county boroughs, and councils of other boroughs.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Guardians.

Address

Date

FORM No. 4.

Return under the Agricultural Rates Act, 1896.

Union.

Particulars to be furnished where Areas have been transferred within the Union from one Parish to another since Lady Day, 1895.
Areas transferred within the Union from one Parish to another.

Description of Area transferred.	Dates from which the Transfers took effect.	Titles of the Orders under which the Transfers took place.	Parishes to which the Areas were transferred.	Parishes from which the Areas were transferred.	Amounts included in the Contribution Orders of the Guardians payable during the Year ended Lady Day, 1896, in respect of each of those Areas prior to the date given in Column 2, calculated where the Area is part of a Parish on the rateable value of that part.	Amounts included in Column 6 for Payments under Precept to other Authorities.*	Amounts included in Column 6 for the Expenditure of School Attendance Committees.	Amounts included in Column 6 for Parochial Charges, if any.	Rateable Value of Areas transferred as at Date of Transfer.
1.	2.	3.	4.	5.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£
Total - £									

* The "pending authorities" as defined by the Act include county councils, councils of county boroughs, and councils of other boroughs.

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Guardians.
Address
Date

FORM No. 5.

Union.

Particulars to be furnished where the District of the School Attendance Committee has been diminished since Lady Day, 1895, otherwise than by an alteration of the Union.

Return under the Agricultural Rates Act, 1896.

1. Description of area taken from the district :—
2. Name of school board or school attendance committee to whose district the area was added :—
3. Date when the transfer took effect :—
4. Title of Act or Order under which the transfer took place :—
5. Amount included in respect of the transferred area in the precepts made payable during the year ended Lady Day, 1896, of the school attendance committee from whose district the transfer was made

l.*

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Guardians.

Date

FORM No. 6.

Union.

Particulars to be furnished where the District of the School Attendance Committee has been extended since Lady Day, 1895, otherwise than by an alteration of the Union.

Return under the Agricultural Rates Act, 1896.

1. Description of added area :—
2. Name of school board or school attendance committee from whose district the area was taken :—
3. Date when the transfer took effect :—
4. Title of Act or Order under which the transfer took place :—
5. Amount included in respect of the transferred area in the precepts made payable during the year ended Lady Day, 1896, of the school board or school attendance committee from whose district the area was taken

l.*

I hereby certify that the foregoing return is correct.

(Signed)

Clerk to the Guardians.

Date.

* Where the transferred area was part of a parish the amount entered as included in the precepts in respect of such part should be in proportion to the rateable value of that part.

Schedule G.

School Boards.

[The forms in this Schedule have been superseded by the Education Act, 1902.]

Schedule G. 2.

School Board for London.

[The form in this Schedule was superseded by the Education (London) Act, 1903.]

Schedule H.

Highway Boards

and

Schedule I.

Surveyor of Highways or Board for Repair of Highways of a Parish.

[The powers of highway authorities were transferred to Rural District Councils by Section 25 of the Local Government Act, 1894, and the forms in these Schedules are therefore omitted.]

The forms which apply in cases temporarily where the transfer has been postponed under the section are printed in Statutory Rules and Orders, 1896, pages 551-4.]

Schedule K.

Statement by Overseers under the Agricultural Rates Act, 1896, where there is no Agricultural Land in the Parish.

Parish of _____, in the _____ Union.

We, the undersigned overseers of this parish, hereby state that there is no agricultural land, as defined in the Agricultural Rates Act, 1896,* in this parish.

(Signed)	Name	.
	Address	.
	Name	.
	Address	.
	Date	.

* The definition of agricultural land in the Agricultural Rates Act, 1896, is as follows:—

"The expression 'agricultural land' means any land used as arable, meadow, or pasture ground only, cottage gardens exceeding one-quarter of an acre, market gardens, nursery grounds, orchards, or allotments, but does not include land occupied together with a house as a park, gardens other than as aforesaid, pleasure-grounds, or any land kept or preserved mainly or exclusively for purposes of sport or recreation, or land used as a racecourse."

Schedule L.

Union.

Parish of

, in the

Statement by Overseers under the Agricultural Rates Act, 1896, where there is Agricultural Land in the parish.

Consecutive Numbers.	Particulars, as stated in the Valuation List in force on the 30th day of July, 1894, with regard to all the Rateable Hereditaments in the above Parish, which consist, wholly or in part, of Agricultural Land as defined in the Agricultural Rates Act, 1894.						Gross Estimated Rental and Rateable Value of the Hereditaments, the particulars of which are entered in Columns 2-8; the separate Values of those consisting partly of Agricultural Land and partly of Buildings and other Hereditaments not being Agricultural Land, being estimated as required by the said Act, and the Regulations made thereunder.				
	Name of Occupier.	Name of Owner.	Description of Property.	Name or Situation of Property.	Estimated Extent.	Gross Estimated Rental.	Rateable Value.	Gross Estimated Rental.	Rateable Value.	Gross Estimated Rental.	Rateable Value.
1.					A. B. P.	£	£	£	£	11.	12.
					Total -						

Total Rateable Value of Agricultural Land in the Parish	£
Total Rateable Value of Buildings and other Hereditaments in the Parish, not being Agricultural Land	£
Total Rateable Value of the Parish	£

The total annual value on which any contribution in aid of rates is paid, of the Government property within the parish, is £., and is not included elsewhere in this statement.

We hereby certify that the particulars entered in the above statement are correctly stated, and that in the case of every hereditament separately rated in the valuation list, which is partly agricultural land and partly buildings or other hereditaments not being agricultural land, the gross estimated rental and rateable value of the agricultural land and of the buildings and other hereditaments, not being agricultural land, have been estimated by us, according to the best estimate we can make, in accordance with the provisions of the Agricultural Rates Act, 1896, and the regulations made thereunder; and that a copy of this statement has been sent to the surveyor of the parishes in whose district the parash is comprised.

(Signed)

Name
Address

Name _____

Address

Name _____

Address

Overmaat.

Schedule L 2.

Form No. 1.

Statement by Overseers in Metropolis where there is Agricultural Land in the Parish.

Parish of _____, in the _____ Union.

Numbers in Valuation List.	Particulars, as stated in the Valuation List in force on the 30th day of July, 1896, with regard to all the Rateable Hereditaments in the above Parish, which consist, wholly or in part, of Agricultural Land as defined in the Agricultural Rates Act, 1896.								Gross Value, and Rateable Value of the Hereditaments, the particulars of which are entered in Columns 2-8, the separate Value of those consisting partly of Agricultural Land and partly of Buildings and other Hereditaments not being Agricultural Land, being estimated as required by the said Act, and the Regulations made thereunder.			
	Name of Occu- pier.	Name of Owner.	Descrip- tion of Property.	Name or Situation of Property.	Extent.	Gross Value as finally determined by Assessment Committee.	Rateable Value as finally determined by Assessment Committee.	Agricultural Land.			Buildings and other Hereditaments not being Agricultural Land.	
								Gross Value. 9.	Rateable Value. 10.	Gross Value. 11.	Rateable Value. 12.	
1.	2.	3.	4.	5.	6.	7.	8.	£	£	£	£	
					A. R. P.	£	£					
					Total							

The total annual value on which
any contribution in aid of rates is
paid, of the Government property
within the parish, is
is not included elsewhere in this
statement.

Total Rateable Value of Agricultural Land in the Parish	-	-	-	-	-	-	£
Total Rateable Value of Buildings and other Hereditaments in the Parish not being Agricultural Land	-	-	-	-	-	-	£
Total Rateable Value of the Parish	-	-	-	-	-	-	£

We hereby certify that the particulars entered in the above statement are correctly stated, and that in the case of every separately rated hereditament, which is partly agricultural land and partly buildings or other hereditaments not being agricultural land, the gross value and rateable value of the agricultural land, and of the buildings and other hereditaments, not being agricultural land, have been estimated by us, according to the best estimate we can make, in accordance with the provisions of the Agricultural Rates Act, 1896, and the regulations made thereunder; and that a copy of this statement has been sent to the Surveyor of Taxes in whose district the parish is comprised.

(Signed)

Name
Address
Name
Address
Name
Address
Date

Overseers.

Schedule N.

Form of Notice, to be sent to the Surveyor of Taxes and the Overseers, of Corrections made by the Assessment Committee, in the Statement (Schedule L.) of the Overseers.

Parish of _____, in the _____ Union. To the { Surveyor of Taxes of the _____ District.
Overseers of the Parish of _____

The Assessment Committee have made the following Corrections in the Overseers' Statement, under the Agricultural Rates Act, 1896, as to Agricultural Land in the above-named Parish.

A.—Corrections with regard to Hereditaments entered in the Overseers' Statement.

No. in Overseers' Statement.	Name of Occupier.	Name or Situation of Property.	Gross Estimated Rental, and Rateable Value, of Hereditaments, distinguishing Values of Agricultural Land, and Values of Buildings and other Hereditaments, as corrected by the Committee.			
			Agricultural Land.		Buildings and other Hereditaments not being Agricultural Land.	
			Gross Estimated Rental. £.	Rateable Value. £.	Gross Estimated Rental. £.	Rateable Value. £.
1.			£	£	£	£

B.—Corrections with regard to Hereditaments omitted from the Overseers' Statement.

Consecutive Number.	Particulars as stated in the Valuation List in force on 20th day of July, 1894, with regard to all the Rateable Hereditaments which consist either wholly or in part of Agricultural Land, as defined by the Agricultural Rates Act, 1894, and which have been omitted from the Overseers' Statement.								Gross Estimated Rentals and Rateable Values of the Hereditaments, the particulars of which are entered in Columns 2 to 8; the separate Values of those consisting partly of Agricultural Land, and partly of Buildings and other Hereditaments not being Agricultural Land, being estimated as required by the Act and the Regulations made thereunder.			
	Name of Occupier.	Name of Owner.	Description of Property.	Name or Situation of Property.	Estimated Extent.	Gross Estimated Rental.	Rateable Value.	Agricultural Land.		Buildings and other Hereditaments not being Agricultural Land.		
								Gross Estimated Rental.	Rateable Value.	Gross Estimated Rental.	Rateable Value.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	
						£	£	£	£	£	£	

(Signed) Name Address Date
 Clerk to the Assessment Committee of the Union.

Schedule N 2.

Form of Notice (for any Parish in the Metropolis) to be sent to the Surveyor of Taxes and the Overseers, of corrections made in the Statement of the Overseers by the Assessment Committee.

Parish of _____, in the _____ Union _____ To the { Surveyor of Taxes of the _____ District.
Overseers of the Parish of _____.

The Assessment Committee have made the following Corrections in the Overseers' Statement as to Agricultural Land in the above-named Parish.

A.—Corrections with regard to Hereditaments entered in the Overseers' Statement.

No. in Overseers' Statement.	Name of Occupier.	Name or Situation of Property.	Gross Value, and Rateable Value, of Hereditaments, distinguishing Values of Agricultural Land and Values of Buildings and other Hereditaments, as corrected by the Committee.			
			I. Agricultural Land.		Buildings and other Hereditaments not being Agricultural Land.	
			Gross Value. 4.	Rateable Value. 5.	Gross Value. 6.	Rateable Value. 7.
1.	2.	3.	£	£	£	£

B.—Corrections with regard to Hereditaments omitted from the Overseers' Statement.

Consecutive Number.	Particulars as stated in the Valuation List in force on the 30th day of July, 1896, with regard to all the Rateable Hereditaments which consist either wholly or in part of Agricultural Land, as defined by the Agricultural Rates Act, 1896, and which have been omitted from the Overseers' Statement.										
	Name of Occupier.	Name of Owner.	Description of Property.	Name or Situation of Property.	Estimated Extent.	Gross Value as finally determined by Assessment Committee. 7.	Rateable Value as finally determined by Assessment Committee. 8.	Gross Value and Rateable Values of the Hereditaments, the particulars of which are entered in Columns 2 to 8; the separate Values of those consisting partly of Agricultural Land, and partly of Buildings and other Hereditaments not being Agricultural Land, being estimated as required by the said Act and the Regulations made thereunder.			
	2.	3.	4.	5.	6.	7.	8.	Gross Value. 9.	Rateable Value. 10.	Gross Value. 11.	Rateable Value. 12.
1.						£	£	£	£	£	£

(Signed) Name Address Date

Clerk to the Assessment Committee of the Union.

Schedule O.

Return to be made by the Assessment Committee to the Local Government Board.

Union.

Return under the Agricultural Rates Act, 1896.

Gross estimated rental and rateable value of each of the parishes in the union, and of the agricultural land, and of buildings and other hereditaments not being agricultural land, therein :—

[illegible]

We hereby certify that the above return is correct, and is in accordance with the statements of the several parishes mentioned therein, as approved by the assessment committee, under Article VIII. of the Regulations.

(Signed) Name

Name

Name

**Members of the
Assessment Committee
of the
Union.**

Date

(Signed) Name

Clerk to the Assessment Committee.

* In Columns 8 and 9 the words "no appeal" should be inserted opposite to the name of any parish as to which notice of appeal against the statement has not been given, or having been given has been withdrawn.

Schedule Q.

FORM No. 7.

Return to be made by Assessment Committee.

Union.

Return under the Agricultural Rates Act, 1896.

The appeals pending at the date of the return made on the day of last, having now been decided, the gross estimated rental and rateable value of the agricultural land, and of the buildings and other hereditaments not being agricultural land, in the under-mentioned parishes have been altered as follows :—

Names of Parishes.	Gross Estimated Rental and Rateable Value as shown in Return dated				Gross Estimated Rental and Rateable Value as altered in consequence of Decisions on Appeals to Special [and Quarter] Sessions pending at date of last Return.			
	Agricultural Land.		Buildings and other Hereditaments not being Agricultural Land.		Agricultural Land.		Buildings and other Hereditaments not being Agricultural Land.	
	Gross Esti- mated Rental.	Rate- able Value.	Gross Esti- mated Rental.	Rate- able Value.	Gross Esti- mated Rental.	Rate- able Value.	Gross Esti- mated Rental.	Rate- able Value.
1.	2.	3.	4.	5.	6.	7.	8.	9.
	£	£	£	£	£	£	£	£
				</				

We hereby certify that the above return is correct.

Name
Name
Name

Members of the Assessment
Committee of the
Union.

Date

Name _____

Clerk to the Assessment Committee.

N.B.—A copy of this return must be sent to the authorities named in Article X, 6.

Agricultural Rates Order, 1896:—Sch. R.:—F. No. 1. 525

Schedule R.

FORM No. 1.

County Councils.

County of

Return under the Agricultural Rates Act, 1896.

Names of Parishes in County.	Net Annual Value of each Parish in County Basis in force on the 30th day of July, 1896.	Net Annual Value of each Parish divided between Agricultural Land, and Buildings and other Hereditaments not being Agricultural Land in the proportion in which the Rateable Value of the Parish is so divided in the Return made by the Assessment Committee, or by Overseers where there is no Valuation List.	Net Annual Value of Agricultural Land in Parish.	Net Annual Value of Buildings and other Hereditaments not being Agricultural Land in Parish.
1.	2.	3.	4.	4.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Totals				

I hereby certify that the above return is correct.

(Signed)

Name

Address

Clerk to the County Council.

Date

FORM No. 2.

County Councils.

Administrative County of

Return under the Agricultural Rates Act.

Particulars to be furnished with regard to each of the Areas in the Administrative County in respect of which a separate Return has been made in Form No. 2 of Schedule A.

Number of Area.	Special County Purpose for which Area was rated.	Net Annual Value of each Area in County Basis in force on the 30th day of July, 1896.	Net Annual Value of each Area divided between Agricultural Land, and Buildings and other Hereditaments not being Agricultural Land in the proportion in which the Total Rateable Value of the Parishes in the Area is so divided in the Return made by the Assessment Committee, or Overseers where there is no Valuation List.	
			Net Annual Value of Agricultural Land in Area.	Net Annual Value of Buildings and other Hereditaments not being Agricultural Land in Area.
1.	2.	3.	4.	5.
			£	£

I hereby certify that the above return is correct.

(Signed)

Clerk to the County Council.

Address

Date

Schedule S.

Town Councils.

Borough or District

Return under Agricultural Rates Act, 1896, by Town Councils or other Bodies, not being County Councils, and making Valuations for purposes of Rates to which the Act applies.

Names of Parishes in Borough or District.	Rateable Value of Parishes in Standard, Basis, or Valuation by Council or Body in force on 30th day of July, 1896.	Rateable Value of Parishes divided between Agricultural Land, and Buildings and other Hereditaments not being Agricultural Land, according to the proportions in which the Rateable Value of the Parish is so divided in the Return made by the Assessment Committee, or Overseers where there is no Valuation List.	
		Rateable Value of Agricultural Land.	Rateable Value of Buildings and other Hereditaments not being Agricultural Land.
1.	2.	3.	4.
	£	£	£
Totals - -			

We hereby certify that the above return is correct.

(Signed)

Name

Address

Name

Address

Date

Name

Address

Clerk of the

Mayor or chairman, or two members of the council or body making the valuation.

Schedule V.

Return under the Agricultural Rates Act, 1896.

Return to be made by any Spending Authority levying any rate to which the Act applies, other than a Highway Rate, which is levied on an Area not co-extensive with a Poor Law Parish or several such Parishes.

Name of Spending Authority.

Name of Area.

in the Parish [or Parishes] of _____, in the
Union.

Name of rate or purpose for which it is levied.

Name of Area.	Rateable Value of Area, according to Valuation List in force on 20th day of July, 1896.	Rateable Value as entered in Column 3 divided between the Agricultural Land, and the Buildings and other Hereditaments not being Agricultural Land.	
		Rateable Value of Agricultural Land.	Rateable Value of Buildings and other Hereditaments not being Agricultural Land.
1.	2.	3.	4.
	£	£.	£

I hereby certify that the above return is correct, and that the rateable values in columns 3 and 4 are in accordance with the rateable values as shown in the statement settled by the assessment committee of the union, or by the overseers, if there is no valuation list.

(Signed) Name

Clerk of Spending Authority.

Address

Date

Schedule W.

Form of Valuation List.

Valuation List for [the Parish or Place for which the List is made]
in the County of _____.

Name of Occupier.	Name of Owner.	Description of Property.	Name or Situation of Property.	Estimated Extent.	Gross Estimated Rental.	Rateable Value of Agri- cultural Land.	Rateable Value of Buildings and other Heredita- ments not being Agri- cultural Land.
1.	2.	3.	4.	5.	6.	7.	8.
				A. R. P.	£ s. d.	£ s. d.	£ s. d.

Signed this

day of

A.B. } Overseers of the Poor of
C.D. } the Parish aforesaid.

*Schedule W 2.**

Form of Valuation List, in Parishes in Metropolis in which there is any Agricultural Land as defined by the Agricultural Rates Act, 1886,†
Valuation List for [the Parish or Place for which the List is made] in the Metropolitan Union of [or not being in Union], in the
County of London.

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.
Name of Occupier,	Name of Owner.	Description of Property.	Name or Situation of Property.	Gross Value as estimated by Overseers.	Gross Value as estimated by Surveyor of Taxes.	Rate of Deduction per cent	Rateable Value of Buildings and other Hereditaments not being Agricultural Land as estimated by Overseers.	Rateable Value of Agricultural Land as estimated by Overseers.	Gross Value as finally determined by Assessment Committee.	Rateable Value of Buildings and other Hereditaments not being Agricultural Land as finally determined by Assessment Committee.	Rateable Value of Agricultural Land as finally determined by Assessment Committee.	£	s.	d.
				£ s. d.	£ s. d.		£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£	s.	d.

[To be signed and approved as required by the Valuation (Metropolis) Act, 1869.]†

* The new Form W 2 was substituted for the previous Form W 2 by the Order of 1896. † 25 & 23 Vict. c. 16. ‡ 25 & 23 Vict. c. 67.

Schedule X.

Exemplification of Valuation List.

1. Name of Occupier.	2. Name of Owner.	3. Description of Property.	4. Name or Situation of Property.	5. Estimated Extent.	6. Gross Estimated Rental.			7. Rateable Value of Agricultural Land.			8. Rateable Value of Buildings and other Hereditaments not being Agricultural Land.		
					£	s	d	£	s	d	£	s	d
John Jones	-	Agricultural land	Whitesacre Farm	A. R. P. 230 0 0	219	5	0	205	0	0	18	15	0
Ditto	-	Buildings	Ditto	1 2 23	46	15	0	-	-	-	35	0	0
Ditto	-	Agricultural land	Outfields Farm	70 0 0	140	0	0	130	0	0	-	-	-
Thomas Brown	-	House	Blacksacre Farm	-	25	0	0	-	-	-	18	15	0
Ditto	-	Buildings	Ditto	0 2 0	50	15	0	-	-	-	39	5	0
Ditto	-	Agricultural land	Ditto	420 0 0	369	5	0	345	0	0	-	-	-

The whole of Whitesacre Farm, both land and buildings, and the whole of Blacksacre Farm, including house, buildings, and land, are each supposed to have been rated as one hereditament in the valuation list in force at the passing of the Act, the gross estimated rental and rateable value of the former being 268*l.* and 240*l.*, and of the latter 445*l.* and 403*l.*, respectively.

Schedule Y.

Form of Rate to be substituted for the Form in the Schedule to the Parochial Assessment Act, 1836.

An Assessment for the Relief of the Poor of the Parish of _____, in the County of _____, and for other purposes chargeable thereon according to law, made this _____ day of _____, in the year of our Lord _____, after the rate of _____ in the £ on Buildings and other Hereditaments not being Agricultural Land, and at one half of the said Rate on Agricultural Land which is estimated to meet all the Expenses for the above purposes which will be incurred before the _____ day of _____ next.*

No.	Name of Occupier.	Name of Owner.	Description of Property.	Name or Situation of Property.	Estimated Extent.	Gross Estimated Rental.	Rateable Value of Agricultural Land.	Rateable Value of Buildings and other Hereditaments not being Agricultural Land.	Rate at _____ d. in the £ on Agricultural Land and at _____ d. in the £ on other Hereditaments.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
					A. R. P.	£ s. d.	£ s. d.	£ s. d.	£ s. d.

* If a rate is made payable by instalments the amount of each instalment and the date at which each instalment is payable are also to be set forth in the heading.

Schedule Z.

Temporary Form of County or other Basis, Standard, or Valuation.

Names of each Parish.	Net annual Value of each Parish according to the Basis, Standard or Valuation in force *	Net Annual Value of each Parish as shown in Column 3 divided between Agricultural Land, and Buildings and other Hereditaments not being Agricul- tural Land, in the proportion in which the Rateable Value of the Parish is so divided in the Return made by the Assessment Committee.	Net Annual Value of the Agricultural Land in the Parish.	Net Annual Value of the Buildings and other Hereditaments not being Agricultural Land in the Parish.	Assessable Value of the Parish being one-half the Amount in Column 3 added to the Amount in Column 4.
1.	2.	3.	4.	5.	
£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.

Given under the seal of office of the Local Government Board, this twenty-eighth day of July, in the year One thousand eight hundred and ninety-six.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

THE AGRICULTURAL RATES ORDER AMENDMENT ORDER,
1897. DATED FEBRUARY 5, 1897.

1897. No. 134.

To the County Councils of the several Administrative
Counties in England ;

To the Union Assessment Committees and the Assessment Committees in the Metropolis;

To the Overseers of the Poor of every Parish in England ;
And to all others whom it may concern.

Whereas by Sub-section 3 of Section 6 of the Agricultural Rates Act, 1896† (herein-after called "the Act"), it is enacted

* The words "at the passing of the Act" were repealed by the Agricultural Rates Order Amendment Order, 1897.

† 59 & 60 Viet. c. 16.

that the Local Government Board may by Order make regulations for the purpose of that section, and also generally for carrying into effect the Act, and those regulations shall be laid before both Houses of Parliament, and, if neither House of Parliament within ten days passes a resolution adverse to the said Order, they shall be binding in law until varied in the same manner, and shall have effect as if they were enacted in the Act :

And whereas by an Order dated the 28th day of July, 1896, termed the Agricultural Rates Order, 1896* (herein-after called "the Order"), we, the Local Government Board, made and prescribed regulations accordingly, for the purposes of the Act :

And whereas it is expedient that the regulations contained in the Order should be varied as herein-after mentioned :

Now, therefore, in pursuance of the powers given to us by the Act, and by any other statutes in that behalf, we hereby order as follows :—

Article 1.—In making out the list required by Article 15 of the Order the assessment committee may, if they think fit as regards any hereditament included in the overseers' statement as finally settled, the valuation of which hereditament either alone or with any other hereditament has been altered in the valuation list subsequently to the twentieth day of July, One thousand eight hundred and ninety-six, cause the same to be entered in the list required by Article 15, according to the valuation as so altered ; but, if in any such case the values of the agricultural land and of the buildings and other hereditaments have not been stated separately in the valuation list, they shall, in the list required by Article 15, be divided as nearly as possible in the same proportion as in the overseers' statement as finally settled.

Article 2.—If the assessment committee think fit, the list required by Article 15 of the Order, may include not only the hereditaments included in the overseers' statement as finally settled, but also all the other rateable hereditaments in the parish, and such list, so far as the same relates to the last-mentioned hereditaments, shall be in accordance with the valuation list in force when the list to be made as aforesaid is approved by the committee.

The list made as aforesaid shall, from and after the thirty-first day of March, One thousand eight hundred and ninety-seven, be in force as the valuation list for the parish in substitution for the previous valuation list ; provided that for the purpose of estimating the contributions of the several parishes to the common fund of a union, or any other contributions to be raised after the said day according to the assessable value of the parishes, the same shall be deemed to be in force from and after the approval of such list.

* Printed above.

A copy of the said valuation list, duly signed and countersigned, shall be delivered to the overseers in accordance with Section 30 of the Poor Law Amendment Act, 1868,* and shall be preserved by the overseers and dealt with by them as required by the Union Assessment Committee Acts.

Article 3.—In any parish where there is any agricultural land as defined by the Act, the form shown in Schedule W. to the Order may, if the assessment committee think fit, be used in making out any new or supplemental valuation list before the thirty-first day of March, One thousand eight hundred and ninety-seven, and if a new valuation list for the parish, or a supplemental valuation list comprising all the hereditaments included in the overseers' statement as finally settled be made out in that form and approved by the assessment committee on or before the first day of March, One thousand eight hundred and ninety-seven, it shall not be needful for the assessment committee to make out the list required by Article 15 of the Order.

Articles 4 and 5.—*[These articles specifically amended Article 17 and Schedule Z of the Order of 1896, and that Order is reprinted above as so amended.]*

Article 6.—This Order may be cited as the "Agricultural Rates Order Amendment Order, 1897," and shall be read as one with the Agricultural Rates Order, 1896.

Given under the seal of office of the Local Government Board, this fifth day of February, in the year One thousand eight hundred and ninety-seven.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD, DATED
APRIL 13, 1897, PRESCRIBING FORMS OF RATE RECEIPT
CHECK BOOK AND DEMAND NOTE.†

1897. No. 304.

36,190.

General Order.

Rate Receipt Check Book and Demand Note : Prescribing
Forms.

To the Overseers of the Poor of every Parish in England
and Wales in which is comprised Agricultural Land
as defined by the Agricultural Rates Act, 1896;‡

And to all others whom it may concern.

* 31 & 32 Vict. c. 122. † This Order was gazetted April 16, 1897.

‡ 59 & 60 Vict. c. 16.

Whereas by certain general and other Orders issued by the Poor Law Commissioners, the Poor Law Board, and by, us, the Local Government Board, provision was made with regard to the form of the rate receipt check book and of the demand note for the payment of any poor rate :

And whereas in order to meet the requirements of the Agricultural Rates Act, 1896,* it is expedient that, as regards every parish comprising agricultural land as defined by that Act, other forms should be prescribed for the rate receipt check book and for the demand note to be printed therein :

Now, therefore, in pursuance of the powers given to us by the statutes in that behalf, we hereby order as follows with regard to every parish in England and Wales in which is comprised agricultural land as defined by the Agricultural Rates Act, 1896, and in which a rate receipt check book shall be in use ; that is to say,—

1. From and after the thirty-first day of March, One thousand eight hundred and ninety-eight, or where the overseers of the poor so direct, from and after the date hereof, the rate receipt check book and the demand note to be printed therein shall, subject to any departure which may be assented to by us, be in the form set forth in the schedule to this Order :

Provided that in the demand note the words "amount payable by owner, provided it be paid within the time prescribed by Section 5 of the Poor Rate Assessment and Collection Act, 1869,"† and in the receipt and counterfoil the words "allowance to owner at per cent." and "received from owner" may be omitted in any case where such words are not required, and it shall not be necessary to include in the demand note a reference to expenses other than those in respect of which the rate was made :

Provided also that in the demand note the purposes for which the rate was made may, if the overseers so direct, be printed on the back of the demand note, subject to the following conditions, namely,—

- (1.) The words "see back for particulars of rate" must be printed in bold type at the bottom of the front page.
- (2.) The words "(Signed)
"Collector or Assistant Overseer"

must be inserted on the front page immediately above the words mentioned in condition (1).

- (3.) The words "purposes for which the rate mentioned on the other side" must be substituted for the words "purposes for which the above-mentioned rate."

2. In any parish comprising agricultural land as defined by the Agricultural Rates Act, 1896, in which a demand note without a rate receipt check book shall be in use, the above provisions, so far as they refer to the demand note, shall apply.

* 59 & 60 Vict. c. 16.

† 32 & 33 Vict. c. 41.

Sch

(Form of Rate Receipt Ch

COUNTERFOIL.

RECEIPT.

UNION.

PARISH OF

PARISH OF

The day of 18.

The day of , 18.

Mr.

RECEIVED of Mr. the sum of

pounds shillings and

respect of the Poor Rate of the above Parish, v

This part to be retained by the Overseers.

Assessment
Number.Poor Rate made the
day of
, 18.At in the £ on
Buildings and other
Hereditaments not
being Agricultural
Land - - -At in the £ on
Agricultural Land -

Arrears - - -

Total - - £

Allowance to Owner at per cent.

Received from Owner - - -

£ s. d.

Assessment
Number.Rate made the
day of , 18.At in the £ on £
Rateable Value of Build
and other Hereditaments
being Agricultural Land -At in the £ on £
Rateable Value of Agricul
Land - - - -

Arrears of former Rate - -

Total -

Allowance to Owner at per cent. -

Received from Owner - - -

Signed

Collector or Ass

Form of Certificate to be

We, the Overseers of the Poor of the Parish aforesaid, do hereby certify that we have examined this
the sums and names in such receipts with the Rate Book, and we certify that the number of Receipts in a

OK AND DEMAND NOTE.

rule.
(Book and Demand Note.)

DEMAND NOTE.

UNION. PARISH OF _____ UNION.
Mr. _____
Address _____

The Overseers of the Poor demand payment of the Poor Rate, made the
day of _____, 18____, to meet expenses which will be incurred before
the _____ day of _____ next, and of the arrears of former Rates as below,
now due from you in respect of the Hereditaments of which the Assessment
Numbers and the Rateable Value are stated below :—

pence in				Assessment Number.	Description of Property.	Rateable Value.	Amount of Rate at _____ d. in the £ on Agricultural Land and at _____ d. in the £ on other Hereditaments.			
£	s	d.				£	£	s	d.	
					Buildings and other Hereditaments not being Agricultural Land - -					
					Agricultural Land - - - -					
					Arrears - - - -					
					Total - - - - £					

Amount payable by Owner, provided it be paid within the time
prescribed by Section 5 of the Poor Rate Assessment and Collection
Act, 1869 - - - - £

Purposes for which the above-mentioned Rate was made, and amount in the Pound levied
for each purpose, half the amount being levied on Agricultural Land.

Amount in the £				
£	s	d.		
				Relief of the Poor and other expenses of the Guardians
				General Expenses of Rural District Council (including Highways)
				County Contributions
				Borough Rate
				Expenses of Highway Board
				Expenses of School Board
				Expenses under Adoptive Acts, viz. :—
				The Baths and Washhouses Acts, 1846 to 1882
				The Burial Acts, 1852 to 1885
				The Public Libraries Act, 1892 (subject to allowance of two-thirds on Land)
				Expenses (other than under Adoptive Acts) of Parish Council (where no Parish Council)
				of Parish Meeting
				Expenses of the Overseers
				Total

Assistant Overseer. Collector or Assistant Overseer.

signed by the Overseers.

Receipt Check Book, and have ascertained the correctness of the numbering and the correspondence of
this Book so filled up for this Rate is*

Dated this _____ day of _____, 18____.
Signed _____

Overseers.

in Words at length.

Given under the seal of office of the Local Government Board, this thirteenth day of April, in the year One thousand eight hundred and ninety-seven.

(L.S.)

Henry Chaplin,
President.

Hugh Owen,
Secretary.

ORDER OF THE LOCAL GOVERNMENT BOARD DATED SEPTEMBER 8, 1903, ALTERING DATES FOR CLOSING OVERSEERS' ACCOUNTS, AND PRESCRIBING NEW FORM OF BALANCE SHEET TO BE SUBMITTED TO THE DISTRICT AUDITOR.*

1903. No. 732.

To the Overseers of the Poor of each of the several parishes in England and Wales, excluding the parishes in the several metropolitan boroughs, the parishes in the Isles of Scilly, the parish of Holy Trinity and Saint Mary in the county borough of Kingston-upon-Hull, and the parish of Norwich :—

And to all others whom it may concern.

Whereas by certain General and other Orders (hereinafter referred to as "the Orders for Accounts") the Poor Law Board, and we, the Local Government Board, have made rules and regulations with regard to the accounts of the overseers of the poor of parishes in England and Wales, and with regard to the accounts of collectors of rates ;

And whereas it is expedient that further provision should be made as herein-after mentioned :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the statutes in that behalf, do hereby order and prescribe as follows, with respect to every parish in England and Wales excluding the parishes in the several metropolitan boroughs, the parishes in the Isles of Scilly, the parish of Holy Trinity and Saint Mary in the county borough of Kingston-upon-Hull, and the parish of Norwich, but subject to any departure to which we may hereafter assent :—

Article 1.—This Order shall have effect from and after the date hereof, and any provision of any of the Orders for accounts which requires the overseers of the poor of the parish to make out a *balance sheet of their receipts and payments*, and prescribes the form thereof, and any other provision of any of the Orders for accounts which is inconsistent with any provision of this Order, shall be rescinded as from the date hereof :

* This Order was gazetted September 11, 1903.

Provided that nothing in this Order shall apply to the books or accounts of the overseers of the poor or of any collector to be prepared in respect of any half-year completed before the date hereof, or to any audit of those accounts, or to any other matter relating to the said accounts.

Article 2.—(1.) The overseers of the poor of the parish and every collector shall make up and balance to the thirty-first day of March and the thirtieth day of September in each year all such books and accounts as they are required to submit to the auditor at the half-yearly audit of accounts.

(2.) Any provision of any of the Orders for accounts which specifies the twenty-fifth day of March and the twenty-ninth day of September as dates for any purpose therein mentioned shall, in relation to the accounts of the overseers of the poor or of any collector, have effect as if there were substituted for the said dates the dates mentioned in sub-division (1) of this Article.

(3.) Any provision of any of the Orders for accounts which specifies the twenty-sixth day of March as the date on which the year shall for the purposes of such Order commence shall, in relation to the accounts of the overseers of the poor or of any collector, have effect as if the first day of April were substituted for such first-mentioned date.

Article 3.—(1.) The overseers of the poor of the parish shall make out in duplicate and in the form in the schedule to this Order, and in accordance with the instructions in that form, *a balance sheet of the overseers' receipts and payments* for every half-year in respect of the poor rates and in respect of any other rates levied by them, and shall insert at the foot of each duplicate of the balance sheet *a memorandum* containing the particulars required by the memorandum at the foot of the said form.

(2.) The overseers of the poor shall sign each duplicate of the balance sheet, in the place prescribed in the said form, and shall deliver the same to the district auditor at the audit of their accounts.

(3.) The district auditor shall at the audit certify by his signature at the foot of each duplicate of the balance sheet that it is correct, and shall deliver one duplicate of the balance sheet to the clerk to the guardians, who shall preserve it, together with the other balance sheets of the corresponding half-year, with the books and papers of the guardians.

(4.) The district auditor shall deliver the other duplicate of the balance sheet to the overseers of the poor. In the case of a rural parish having a parish council, the overseers of the poor shall lay such balance sheet before the next meeting of the parish council, in the case of any other rural parish, before the next assembly of the parish meeting, and in the

case of an urban parish before the next meeting of the vestry, unless the general powers of the vestry as regards poor law matters are exercisable by the council of the borough or urban district in which the parish is situated, in which case the overseers of the poor shall forthwith deliver a copy of the said balance sheet to that council. The said balance sheet shall be preserved among the other parochial documents, and be open to the inspection of the ratepayers of the parish.

Article 4.—In this Order—

The expression “overseers of the poor” includes, in relation to each parish to which this Order applies, the major part of the overseers of the poor.

The expression “collector” means any collector of poor rates, assistant overseer, or other person duly authorised to collect the rates for the relief of the poor, or other rates levied by the overseers of the poor in any parish or parishes or in any part of any parish or parishes to which this Order applies.

*Sche-***BALANCE SHEET of the OVERSEERS' RECEIPTS and**

[NOTE.—This Balance Sheet must be prepared in duplicate, and submitted to
Government Board, dated the _____

Parish of _____.

PART I.—

RECEIPTS.		£	s.	d.
Balance in the hands of the Overseers at the end of the last year *		-	-	-
From Poor Rates		-	-	-
Government Contributions in lieu of Poor Rates		-	-	-
In aid of Poor Rates :—				
Rents of Property (including sums received for letting Vestry Hall, &c.)		-	-	-
From other Sources, as follows :—				
From what source received.	Nature of Receipt.			
TOTAL RECEIPTS (excluding Balance brought forward)		-	-	-
TOTAL		-	-	-

* Where the balance in the hands of Overseers at the end of their year of office has been paid to the Treasurer of the Guardians and not to the succeeding Overseers, it should not be entered here.

dole.

PAYMENTS for the Half-Year ended _____ 19 .

the District Auditor at the Audit. *See* Article III. of the Order of the Local day of _____, 1903.]

POOR RATES.

PAYMENTS.		£	s.	d.
Contributions paid to the Treasurer of the Guardians for Expenses of the Guardians (including sums required for Common Fund of Union, County Contributions, and Parochial Charges, or any of these) - - - - -				
Other Contributions out of Poor Rates under Precept as follows :—				
Name of Local Authority to whom the Contribution was paid.	Nature of Contribution, if for Purposes other than general expenses of the Authority.			
Rural District Council* - - - - -				
Parish Council or Parish Meeting* - - - - -				
Registration of Voters - - - - -				
Jury Lists - - - - -				
Valuation Expenses - - - - -				
Salary of Assistant Overseer - - - - -				
Books, Stationery, Postage, &c. - - - - -				
Other Payments, specifying them :—				
To whom paid.	Nature or Purpose of Payment.			
TOTAL PAYMENTS - - - - -		£		
BALANCE in the hands of the Overseers at the end of this half-year - - - - -		£		
TOTAL - - - - -		£		

* These items may be omitted from the Forms if the Parish is not a Rural Parish.

Schedule—

PART II.—

RECEIPTS.	The Rate for Special Expenses of the Rural District Council.	The Rate levied under the Lighting and Watching Act, 1883.	
	£ s. d.	£ s. d.	£ s. d.
Balance (if any) in the hands of the Overseers at the end of the last half- year			
From Rates			
Government Contributions in lieu of Rates			
From other sources, specifying them :— _____ _____ _____			
TOTAL RECEIPTS (excluding balance brought forward) £			
TOTAL £			

MEMORANDUM.

The Rates (including Poor Rates) levied during the half-year were as follows :—

Description of Rate.	Date of making Rate.	Rate in the £ on Buildings, &c.	Whether whole or part of Area of Parish rated.

* The name of any other separate rate levied by the Overseers and particulars relating to such rate should be entered in these columns.

Given under the seal of office of the Local Government Board, this eighth day of September, in the year One thousand nine hundred and three.

(L.S.)

Walter H. Long.

S. B. Provis,
Secretary.

7. Miscellaneous.

ORDER OF THE POOR LAW COMMISSIONERS DATED NOVEMBER 21, 1844, AS TO FEE OF CLERK OF THE PEACE FOR TAXING COSTS OF GUARDIANS, &c.

To the Clerks of the Peace of the several Counties, Ridings, Divisions, and Places, in England and Wales;—

To the Guardians of the Poor of the several Unions, and Parishes, in England and Wales;—

To the Overseers of the Poor of the several Parishes and Places, in England and Wales;—

And to all others whom it may concern.

Whereas it was enacted by the Act passed in the last session of Parliament, intituled, "An Act for the further Amendment of the Laws relating to the Poor in England,"* that, on application of any overseer, or of any board of guardians, or of any attorney at law, it should be the duty of the clerk of the peace of the county or place, or his deputy, if thereunto required, to tax any bill due to any solicitor or attorney in respect of business performed on behalf of any parish or union situate wholly or in part within such county or place; and that the allowance of any sum on such taxation should be *primâ facie* evidence of the reasonableness of the amount, but not of the legality of the charge; and that the clerk of the peace should be allowed for such taxation after the rate to be fixed from time to time by the master of the Crown office, and declared by an Order of the said Commissioners.

And whereas the master of the Crown office has fixed the rate of allowance to the clerk of the peace in respect of such taxation as herein declared.

Now, therefore, we, the Poor Law Commissioners, in pursuance of the statute aforesaid, do hereby declare, that the

* The Poor Law Amendment Act, 1844 (7 & 8 Vict. c 101).

clerk of the peace of every county or place in England and Wales, shall be allowed for the taxation of every bill due to any solicitor or attorney, in respect of business performed on behalf of any parish or union, after the rate of fourpence per sheet, or folio, of seventy-two words each.

Given under our hands and seal of office this twenty-first day of November, One thousand eight hundred and forty-four.

(L.S.)

*Geo. Nicholls,
Edmund W. Head.*

POOR, SCOTLAND.

- | | |
|--|---|
| 1. <i>Inspectors' Duties</i> , p. 1.
2. <i>Complaints of Inadequate Relief</i> , p. 10.
3. <i>Refusal of Relief</i> , p. 14. | 4. <i>Medical Relief</i> , p. 14.
5. <i>Books, Records, and Correspondence</i> , p. 23.
6. <i>Settlement and Removal</i> , p. 29. |
|--|---|

1. Inspectors' Duties.*

RULES OF THE BOARD OF SUPERVISION† RELATING TO THE
DUTIES OF INSPECTORS OF THE POOR, APPROVED BY THE
SECRETARY OF STATE OCTOBER 20, 1845, AND JANUARY 22,
1858.

1. The inspector of the poor shall attend all meetings of the parochial board,‡ and make an accurate minute of the proceedings at every meeting, and enter it in a book, and submit the same so entered to the succeeding meeting, to be confirmed by the board and authenticated by the signature of the chairman, as a true record of the proceedings of the board.

2. The inspector shall attend, if required, meetings of committees of the parochial board, and keep an accurate minute of the proceedings of such committees, in the same manner as is above directed in regard to meetings of the parochial board.

3. The inspector shall conduct the correspondence of the parochial board according to such instructions as he may receive.

4. The inspector shall keep all the accounts, and preserve and be responsible for all books, writings, letters, vouchers, and other documents relating to the business of the parochial board, and produce the same when required to the Board of Supervision,† or to any person duly authorised by that board to receive and inspect the same.

5. The inspector shall, either when required by the chairman of the parochial board, or at his own instance when the

* As to correspondence between Inspectors, *see* Rules of November 15, 1847, printed at p. 28 below.

† Now the Local Government Board for Scotland, *see* s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

‡ Now the Parish Council. *See* s. 21 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

state of the parish business seems to require it, call special meetings of the parochial board.

6. All notices of general and special meetings shall be given by the inspector in terms of the regulations of the Board of Supervision.

7. The inspector shall make such investigations as to all questions or matters connected with, or relating to, the administration of the laws for the relief of the poor in the parish, as the Board of Supervision may require, and prepare and transmit all returns and answers relative thereto, in such manner and form as the said Board of supervision may direct.

8. The inspector shall, from time to time, prepare such reports as to the state and management of the poor within the parish as may be required by the parochial board.

9. The inspector shall inquire into and make himself acquainted with the circumstances of the case of each individual poor person receiving relief from the poor funds of the parish.

10. The inspector shall keep an accurate list or register of all persons receiving relief, and of the sums paid to each and of the period during which such relief has been given; and he shall also keep a list of all those who have applied for, and been refused, relief, and in such cases he shall state shortly the grounds of refusal.

11. In every case in which application may be made to the inspector for relief (whether the applicant has a settlement in the parish or not), it shall be the duty of the inspector to make immediate inquiry into the circumstances of the case by visiting, either personally or by an assistant inspector duly appointed by the parochial board, the home of the applicant if situated within his parish, and by making all necessary inquiries into the state of health, the ability to work, and the means of support of the applicant, and to report the result of such inquiries to the parochial board at their next meeting.

12. The inspector, in addition to the two annual visits required by the statute, must from time to time visit at their dwellings, either personally or by an assistant inspector duly appointed, paupers recently admitted on the roll, especially those with whose habits and character he may not previously have been well acquainted, and likewise all such paupers as he may have reason to suspect of deception or of misapplying the relief given by the parish.

13. It is the duty of the inspector and of each assistant inspector to insert in a book kept for that purpose the date of his visits to the dwelling of each pauper and any observations he may think it material to make on the conduct and condition of the pauper.

14. The inspector should report to the parochial board, at its next meeting, all cases of misapplication by the pauper of the relief given by the parish, and should make it known to all the paupers that he is required so to do.

15. The inspector shall return an answer to every application for relief within twenty-four hours of the time of its being made. If, on such inquiry as he shall be able to make within that time, he shall be satisfied that the applicant is in a state of destitution and a fit object for parochial relief, he shall make such an alimentary allowance as in the circumstances shall be reasonable, until the next meeting of the parochial board, when he shall make a full report thereupon. But if on such inquiry he shall be satisfied that the applicant is not a fit object for relief, he shall refuse the application, and report the refusal, with his grounds for refusing it, to the parochial board at their next meeting; or if he shall be unable within the twenty-four hours to satisfy himself as to the true circumstances of the case, he may delay making a final answer for any period which may appear to him necessary for completing his inquiries, but in that case he shall give such temporary relief, either in food or money, as may seem necessary, until his final answer is made to the applicant.

16. The inspector must also provide for and relieve lunatics, fatuous persons, orphans, foundlings, and generally all destitute persons within the parish, in cases of sudden or urgent necessity, whether such persons have a settlement in the parish or not.

17. Whenever any poor person who shall have become chargeable on the parish shall be insane or fatuous, the inspector must forthwith report the same to the parochial board.

18. In all cases of sickness or accident befalling persons entitled to parochial relief and requiring immediate medical or surgical assistance, the inspector must, upon his own responsibility, take measures for procuring without delay such medical aid as can be obtained, in conformity with the provisions which may have been made, and the instructions which he shall have received from the parochial board.

19. In every case of sickness or accident of any person in the receipt of parochial relief, the inspector must, as soon as may be, and from time to time afterwards, visit the home of such sick person, and supply him with such articles as may seem necessary, until the case shall have been reported at the next meeting of the parochial board.

20. If an inspector shall have relieved a poor person found destitute, and belonging to another parish, it is the duty of such inspector immediately on discovering to what parish

such poor person belongs, to send a notice in writing,* with a statement of the circumstances, to the inspector of that parish.

* The Board consider that the practice of sending Statutory Notice printed on a post card is attended with inconvenience, and that inspectors ought to send Statutory Notice on letter paper which may be filed along with the other documents in each case.

21. In all cases where a poor person is removable from one parish to another in Scotland, if the poor person himself is or alleges that he or any member of his family is, from sickness or infirmity, incapable of being removed, the inspector shall not remove him without having previously obtained a medical certificate stating that such poor person and his family may be removed to the parish to which he belongs without prejudice to his or their health.

22. When a poor person who has become chargeable on a parish is to be removed to England, Ireland, or the Isle of Man, the inspector shall, in every case before removal obtain a certificate on soul and conscience, by a regular medical practitioner, setting forth that the health of such person, and that of his family (if he have any), is such as to admit of his being removed.

23. The inspector shall keep full and regular accounts of all monies received and disbursed by him on account of the relief of the poor.

24. The inspector is bound to observe and execute all lawful orders and directions of the parochial board applicable to his office.

W. Smythe, Secretary.

Approved by the Right Hon. Sir James Graham,
one of Her Majesty's Principal Secretaries of
State, October 20th, 1845, and January 22nd,
1858.

RULE OF THE BOARD OF SUPERVISION,* PROHIBITING INSPECTORS FROM SELLING GOODS TO PAUPERS, APPROVED BY THE SECRETARY OF STATE MARCH 3, 1847.

Whereas the Board of Supervision has received information, that in certain localities, inspectors of the poor have been in the practice of furnishing, from their own shops, to the parochial poor, provisions and other articles, and deducting the price thereof from the allowances made to paupers—

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

inspectors and assistant inspectors of the poor are hereby strictly prohibited from selling any articles whatsoever to poor persons in receipt of parochial relief, and from deriving any profit or emolument, either directly or indirectly, from provisions or other articles supplied or sold to such poor persons.

W. Smythe, Secretary.

Approved by the Right Hon. Sir George Grey,
March 3rd, 1847.

**ADDITIONAL RULE OF THE BOARD OF SUPERVISION * AS TO
THE DUTY OF INSPECTOR TO GRANT CERTIFICATES OF
REFUSAL TO POOR PERSONS REFUSED RELIEF, APPROVED
BY THE SECRETARY OF STATE, APRIL 9, 1850.**

The inspector of the poor shall deliver to every applicant who has been refused relief, a certificate, signed by the inspector, which shall certify the fact, the grounds, and the date of such refusal, and set forth the name of the person so refused.

Approved by the Right Hon. Sir George Grey,
Bart., one of Her Majesty's Principal Secretaries
of State, April 9th, 1850.

**MINUTE OF BOARD OF SUPERVISION,* DATED FEBRUARY 1,
1871, PRESCRIBING THE DOCUMENTS TO BE TRANSMITTED
BY INSPECTOR TO GOVERNOR WHEN A PAUPER IS SENT
TO THE POORHOUSE.**

The Board hereby require inspectors of poor, whenever relief in a poorhouse is offered to a pauper, to transmit to the governor of the poorhouse, either at or previous to the transmission of such pauper, a copy of the page in the register relating to such pauper, together with a medical certificate, in the annexed form, as to the nature and extent of the disability, and as to the mental and bodily condition of the pauper, and each member of his or her family accompanying said pauper to the poorhouse. In the case of readmissions, it will be sufficient that a medical certificate, as above prescribed, should be sent, along with a reference to the extract from the register previously transmitted.

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

Governors of poorhouses are required to exhibit these documents to the medical officer at his examination of the paupers in the probationary ward, and to the house committee at their next meeting, and thereafter to file them carefully for preservation and future reference.

The Board further require that, in those poorhouses in which the medical officer is either resident in the house or in the town in which the house is situated, every newly-admitted pauper shall be examined by the medical officer before being shut up for the first time at night in the probationary ward. In other poorhouses it will be the governor's duty to send for the medical officer before the pauper is so shut up, whenever, in the medical certificate accompanying the pauper, or in the appearance of the pauper, or any of his or her dependents, there seems to be urgent need for medical advice.

EXTRACT FROM CIRCULAR OF FEBRUARY 18, 1871.

In the case of a pauper whose name does not appear in the register, it will be sufficient to transmit a copy of the page in the record of applications relating to such pauper.

Inspectors' Duties.

7

FORM OF MEDICAL CERTIFICATE.

Parish of _____

Name of Pauper (or Applicant)* _____

I have this day examined the above-named _____ and hereby certify, on soul and conscience, the particulars under-written to be true, to the best of my knowledge and belief.

(Signed) _____

Medical Officer.

(Date) _____

Is the _____ in good health? _____

Is the _____ able to do any work? _____

Nature of _____ sickness or infirmity _____

NOTE.—Where the circumstances are such as to give rise to a suspicion of the possible development of some form of infectious disease, special attention should be directed to the case.

If _____ has dependants, state whether they, or any of them, suffer from sickness or infirmity _____

Nature of sickness or infirmity of dependants _____

Does the condition of _____ or dependants require immediate attention and medical advice? † _____

Is _____ or any dependant “lunatic, insane, idiot, or of unsound mind”? ‡ _____

Are _____ and dependants able to be removed to the poorhouse of _____ without injury to their health.

If so, state the manner in which they are capable of removal without risk of injury to their health§ _____

* The Inspector will erase one or other of the words, and fill up the blanks in the certificate with the designation applicable.

† If this question is answered in the affirmative in the case of a person to be removed to a poorhouse not having a resident medical officer, the certifying medical officer should give all needful suggestions as to the immediate treatment of the patient on admission.

‡ No person so described can be legally sent to or received in a poorhouse, unless it possesses licensed lunatic wards, and then only with the sanction of the General Board of Lunacy.

§ The medical officer will note specially any precautions which he deems necessary in conducting the removal,—in particular whether the patient can walk to the vehicle prepared for him or whether he should be carried, and, if so, whether a stretcher is necessary; whether a nurse should accompany the patient; whether any preparation of the patient by the administration of food, stimulant, &c., is required; and any other matters to which attention should be directed

**REGULATIONS OF THE BOARD OF SUPERVISION,* DATED
NOVEMBER 1, 1877, AS TO THE DUTIES OF INSPECTOR AND
MEDICAL OFFICER WHEN SUDDEN DEATHS OCCUR IN
PAROCHIAL LODGING-HOUSES.**

1. In every case of death by accident, sudden or unexpected death, or death under circumstances of apparent or alleged suspicion, occurring in any parochial lodging-house, or other parochial building (not being a statutory poorhouse), the inspector shall, *with all despatch*, report the same to the procurator-fiscal of the district within which such house is situated. This report shall be in the form annexed hereto, and must be despatched by the first post after the occurrence of the death.

2. In every such case of death, the medical officer shall make a special written report as to the cause of death, which he shall deliver without delay to the inspector. But the medical officer shall not make a *post-mortem* examination of the body until he has been called upon to do so by the procurator-fiscal.

3. The inspector shall immediately upon receipt of the medical officer's report, transmit copies of it to the procurator-fiscal and to the Board of Supervision, and he shall submit the report itself to the next meeting of the parochial board or its committee.

4. In transmitting the copy of the medical officer's report to the Board of Supervision, the inspector shall enclose a copy of the report required by Article 1 of this circular, and shall state whether the other requirements of this circular have been attended to, and whether the procurator-fiscal has taken proceedings in the case.

**FORM OF REPORT BY INSPECTOR TO PROCURATOR-FISCAL OF DEATH IN
A PAROCHIAL LODGING-HOUSE.**

Report of Death in the _____ of _____

Name	Age.	Date and Hour of Admission into House.	Date and Hour of Death.	Names of Persons (if any) present at time of Death.	When last seen by Inspector previous to Death.	When last seen by Medical Officer pre- vious to Death.	Supposed Cause of Death.	Circum- stances attending Death.

(Signature)

(Date) _

Inspector.

* Now the Local Government Board for Scotland, see Section 3 of the Local Government (Scotland) Act, 1894. (57 & 58 Vict. c. 58.)

**REGULATIONS OF THE BOARD OF SUPERVISION,* DATED
10TH AUGUST, 1882, AS TO BOARDED-OUT CHILDREN.**

1. The inspector of the parish of settlement shall furnish the inspector of the parish of residence annually, in the month of January, with a list of all children boarded-out by the parochial board in the latter parish—the said list to contain the following information :—

(a) The name and age of child, (b) whether Protestant or Roman Catholic, (c) the name and address of the person with whom the child is boarded, and (d) the allowance per week payable to the guardian.

2. The inspector of the parish of residence shall retain the list for the use of himself and other poor-law officials, but shall not make its contents public by laying it before his parochial board or otherwise.

3. The inspector of the parish of residence shall immediately inform the inspector of the parish of settlement of any circumstance affecting the welfare of the child that may come to his knowledge.

**RULES PRESCRIBED BY THE BOARD OF SUPERVISION* DATED
APRIL 12, 1887, FOR DEALING WITH THOSE VAGRANTS
WHO ALLEGE SICKNESS OR DISABLEMENT, OR WHO APPEAR
TO BE IN NEED OF MEDICAL ADVICE.**

1. The applications must be fully recorded in the "record of applications," and in column 13 of Form A (or the corresponding line of the Alternative Form B) the alleged or apparent disablement must be specified.

2. If the medical officer resides within easy reach of the inspector's office he must be consulted without delay; and in any event a certificate in the annexed form should, if possible, be obtained from him within 24 hours, and must be preserved.

3. Meantime the applicant must be suitably accommodated in a lodging-house or in a casual sick-house or poorhouse.

4. No relief in money shall in any case be given.

The board are aware that inspectors have no power to detain vagrants who may insist on prosecuting their journey, but they require all inspectors to make known to disabled vagrants these orders of the board, and the opinion of the

* Now the Local Government Board for Scotland, see Section 3 of the Local Government (Scotland) Act, 1894. (57 & 58 Vict. c. 58.)

medical officer on their cases, and to abstain from in any way directly or indirectly assisting them to proceed on their journey.

FORM OF MEDICAL CERTIFICATE AS TO VAGRANTS.

I certify on soul and conscience that the particulars underwritten are correct to the best of my knowledge and belief.

(Signed) _____ *Medical Officer.*

Name of Vagrant, _____
 Date of Visit, _____
 Alleged Destination, _____
 Nature of Disablement, _____
 Is the vagrant *now* able to proceed with a }
 reasonable prospect of reaching his }
 destination on foot? }
 If not, state *when* and *how* he can proceed,
 (Date of departure to be inserted by Inspector.)

2. Complaints of Inadequate Relief.

RULES AND REGULATIONS OF THE BOARD OF SUPERVISION* IN CASES OF PAUPERS COMPLAINING OF INADEQUATE RELIEF, APPROVED BY THE SECRETARY OF STATE, SEPTEMBER 18, 1845.

The Board of Supervision, by virtue of the powers vested in it by Section 7 of the Act 8 & 9 Vict. c. 83,† has made the following rules to regulate the form and manner in which poor persons seeking redress for inadequate parochial relief in terms of the Act, Section 74, shall transmit their claims to the Board of Supervision.

1. No such complaints in respect of which the rules of the Board of Supervision shall not have been complied with, will be received by the board.
2. The inspector of the poor in each parish shall at all times be provided with printed applications and schedules for the use of poor persons desiring to lodge such complaints with the Board of Supervision.
3. The inspector shall deliver a copy of such application and schedule to each poor person on the roll of the parish who may demand it.

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

† The Poor Law (Scotland) Act, 1845.

4. The inspector, if required by the applicant so to do, shall fill up the schedule in any terms the applicant may desire.

5. If the applicant shall prefer to have the schedule filled up by any other than the inspector, he shall be at liberty to do so.

6. Every such application and schedule, before being transmitted to the Board of Supervision, must be signed at the places indicated in the printed form, by the poor person complaining, with his or her name, or with a mark attested by one witness.

7. Every such schedule before being transmitted to the Board of Supervision, shall be delivered open, filled up, and signed as above directed, to the inspector, who shall thereafter inscribe upon it such remarks as he may have to make, and sign them with his name at the place indicated for his signature.

8. The inspector, if required by the applicant so to do, shall, within 24 hours from the time when the schedule shall have been delivered to him for that purpose, open, filled up, and duly signed, forward it to the Board of Supervision, with such remarks as he may have to make inscribed upon it.

9. If the applicant shall prefer to transmit the schedule to the Board of Supervision otherwise than through the inspector, he shall be at liberty to do so; and in that case, the inspector shall return the schedule to the applicant, with such remarks as he may have to make inscribed upon it, within 24 hours from the time when it shall have been delivered, open, filled up, and duly signed to the inspector.

10. The application of poor persons complaining of inadequate relief, and the schedules attached to these applications, which are to be filled up by or for them, shall be in the annexed form.

**FORM OF APPLICATION FOR PAUPERS COMPLAINING OF
INADEQUATE RELIEF, APPROVED BY THE SECRETARY
FOR SCOTLAND, OCTOBER 30, 1895.**

I, _____, one of the poor on the roll of
the parish of _____, complain that the relief
afforded to me is inadequate; and I pray the Local Govern-
ment Board to investigate the nature and grounds of my
complaint, and, in the event of my complaint being ascertained

to be well founded, and not removed by the parish council of the said parish, then to declare by a minute that I have a just cause of action against the said parish.

Signature or mark of Applicant .

If the Applicant cannot write the
Signature by a mark must be
attested by a Witness in the
following form :—"The above
is the mark of ."

Attestation. .

Signature of Witness .

Dated of 189 .

N.B.—The applicant must fill up the answers to the queries on the next page. The inspector is bound, if required, to write down the answers for him. The schedule, when filled up, must be left with the inspector, who is directed, within twenty-four hours, to fill up the column for his remarks, and either return the schedule to the applicant, or transmit it to the Local Government Board, as the applicant may desire.

* * * If the relief offered or complained of is an offer of admission to the poorhouse, the inspector must state, either on the schedule or along with it, the grounds upon which such offer has been made; and if in such a case the applicant alleges sickness, infirmity, or old age, the inspector must transmit, along with the schedule, a certificate in the prescribed form by the medical officer as to whether the pauper (and dependants, if any) can be removed to the poorhouse without injury or not.*

When the inspector does not admit the applicant's statement as to the extent and cause of his disability, or of the disability of his wife, the inspector must transmit a certificate by the medical officer as to the disability alleged; and if the applicant has a wife living in family with him, the inspector must state upon the schedule her age, and the extent of her ability to contribute to the maintenance of the family.

* See Form of Medical Certificate printed at p. 10 above.

Complaints of Inadequate Relief.

13

Questions.	Answers of Applicant.	Inspector's Remarks. (Parish of Chargeability.)	Inspector's Remarks. (Parish of Residence.)
1. Present residence?			
2. Age?			
3. Whether single or married?			
4. Number of children or dependants (if any) living in family?			
5. Names and ages of such children or dependants?			
6. Employment and earnings of such children or dependants?			
7. If parent alive, and in what circumstances?			
8. Names, employment, and earnings of children not living in family?			
9. Present occupation of Applicant?			
10. Occupation previous to first receiving relief?			
11. How long has Parochial Relief been received?			
12. Amount of present Parochial Relief in money, clothing, or of any other kind?			
13. Whether wholly or partially disabled, and from what cause?			
14. Does Applicant pay any, and what, rent for house or room now occupied?			

Questions.	Answers of Applicant.	Inspector's Remarks. (Parish of Chargeability.)	Inspector's Remarks. (Parish of Residence.)
15. Has applicant any other means or resources besides parochial relief, and to what amount?			
16. What is the amount of relief now claimed by applicant?			
17. State any other circumstances which may seem material.			

Signature of applicant

Signature of witness attesting mark

Signature of inspector

Parish

. Date

Signature of inspector

Parish

. Date

Approved by the Right Hon. Alexander Hugh
Bruce, Lord Balfour of Burleigh, Secretary for
Scotland, 30th October, 1895.

3. Refusal of Relief.

ACT OF SEDERUNT DATED FEBRUARY 12, 1846, FOR REGULATING PROCEDURE BEFORE THE SHERIFF COURTS ON APPLICATIONS UNDER SECTION 73 OF THE POOR LAW (SCOTLAND) ACT, 1845.

This Act of Sederunt is printed under the title "Sheriff Court, Scotland."

4. Medical Relief.

RULES AS TO DISTRIBUTION OF THE MEDICAL RELIEF GRANT, APPROVED BY THE SECRETARY OF STATE, MARCH 30, 1848, AND APRIL 29, 1854.

The Board had to determine on what principle it would propose to apportion to the different parishes the sum voted by Parliament. They were aware that, in apportioning a grant for a similar purpose to the unions in England, the

Poor Law Commissioners had recommended that it should be distributed in sums proportioned to the actual expenditure in each union ; and were medical relief in Scotland everywhere administered on a system similar to that established in the English unions, that principle of distribution would, no doubt, have been equally applicable to this country. The expenditure in the English unions, where the general system was uniform and efficient and had been established and acted upon for many years, afforded a sufficiently accurate measure of the comparative cost of adequate medical relief in the different unions ; and a distribution of the grant, in sums proportioned to that expenditure, would, therefore, be a distribution in sums proportioned to their comparative wants. But from what has been stated, it is obvious that their actual expenditure could not be regarded as affording a measure of the comparative wants, or, in other words, the comparative cost of adequate medical relief in the different parishes of this country. While, therefore, the Board was of opinion that the distribution ought to be made on the principle of giving to each parish a share of the grant, proportioned to the comparative cost of providing adequate medical relief, the data furnished by the returns exhibiting the actual expenditure afforded no means of making even an approximate estimate of the relative expenditure required for this purpose. It accordingly became necessary to devise some other means of arriving at that result.

Having a given sum to distribute, it was unnecessary to determine the actual amount to be expended on medical relief in each parish, an amount to which no limit could be assigned. For the present purpose it was sufficient to ascertain the comparative or proportional amount, and it appeared that this might be deduced, with a near approximation to accuracy, from the population and the area of the parishes. A calculation, founded on the population alone, would not be equitable, for the expense of medical attendance on the poor of a parish will depend not only on the number of persons to be attended, but on the distance to be travelled, and the consequent expenditure of time, labour, and cost of conveyance in attending them. The salary, which might be a sufficient remuneration to a medical officer for attending the poor of a population of 2,000 persons congregated within a space of one square mile, might be a very inadequate remuneration for attending the poor of an equal population scattered over a rural parish of two or three hundred square miles.

It was therefore necessary to ascertain as nearly as possible the population and area of each parish, with a view to assign to it a share of the Government grant, proportioned to its comparative wants, as deduced from these elements. The population of Scotland in 1841 having been 2,620,216, the sum of 10,000*l.* is equal to $\frac{21}{100}$, or about $\frac{2}{10}$ ths of a penny for each one of the population—the average amount to be given from

the grant to each parish would, therefore, be $\frac{2}{10}$ ths of a penny for each one of the population.

The next step was to find the mean or average amount of the population on each square mile for all the parishes in Scotland. To every parish in which the density of the population corresponds absolutely or closely with this average, it is proposed to assign a share of the grant equal to the average amount of $\frac{2}{10}$ ths of a penny per head of the population. Where the population is more dense, it is proposed to allow a smaller rate; and where it is less dense, a larger rate per head—making the deductions from the one cover the augmentation in the other class.

Were the Government grant to be distributed without making any conditions with the parishes that are to receive it, there would be reason to fear that, in many, at least, of the numerous cases in which the provision for medical relief is now inadequate, the sum received from the grant might be substituted for an equal sum now expended from the parochial funds—and that no improvement in the supply of medical relief to the poor would be effected. It is, therefore, proposed that no parish shall participate in the Government grant which shall not have expended on medical relief in the past year, out of the poor funds, a sum at least equal to double the amount of the share apportioned to it from the grant; and that every parish which shall have so expended such a sum, shall, at the end of the year, be reimbursed in a sum at least equal to its share of the grant (Tables III., IV., V.). But, while fixing at this rate the minimum amount of contribution from its own funds, which would entitle a parish to participate in the grant, it must be clearly understood that this arrangement would not in any way limit the statutory obligations of parishes, and that parochial boards are bound to provide whatever further sum may be necessary, to afford adequate medical relief to the poor.

It is proposed that all parishes, as a condition of participation in the grant, shall name legally qualified medical officers, at fixed salaries, to attend the poor; that these officers shall be bound to obey all the rules and regulations which the Board of Supervision may, from time to time, make for their guidance, and which shall have been approved by one of Her Majesty's Secretaries of State; and that, if any medical officer so appointed to attend the poor shall fail, or neglect, or refuse to perform the duties of his office, or shall be found unfit or incompetent to discharge them, the Board of Supervision, by a minute or order, shall have power to dismiss him.

Approved by the Right Hon. Sir George Grey,
Bart, one of Her Majesty's Principal Secretaries
of State, March 30, 1848.

Approved by the Right Hon. Lord Viscount
Palmerston, one of Her Majesty's Principal
Secretaries of State, April 29, 1854.

SCHEME OF DISTRIBUTION OF THE INCREASED MEDICAL
RELIEF GRANT, APPROVED BY THE SECRETARY OF
STATE, AUGUST 7, 1882.

"The Board are informed that, in consequence of the undertaking by the Chancellor of the Exchequer in his Financial Statement on the 24th April, the Lords Commissioners of Her Majesty's Treasury have caused a sum of £10,000 to be inserted in the Supplementary Estimates which are about to be laid before Parliament, as an addition to the grant of £10,000 in aid of medical relief already inserted in the estimates for the current year.

"The Board have now considered the subject, and they beg to submit the following scheme for the approval of the Home Secretary with reference to the distribution of the grant, as now increased.

"The scale on which parishes have hitherto participated in the annual grant of £10,000 was drawn up in 1848, with a view of assigning to them a share proportioned to their comparative wants as deduced from the population and area of each parish. The parishes were divided into seven classes, according to the density of their populations, and the same rate per head of the population was assigned as its share to every parish of a class. It was even at first only experimental, and from changes in the population and expenditure is no longer equitable as between parishes.

"To adjust a similar scale to an increased grant would involve a wide and prolonged inquiry, which would necessarily delay the distribution of the grant for several months. This delay, in itself, would be considered objectionable by the parishes interested, and it may be doubted now how far a readjustment, if made, would prove either equitable or satisfactory. Several of the large town parishes have stated to the Board objections of considerable force to the allocation of the grant on any scale similar to the present.

"The Board therefore beg to submit that, in all parishes, the distribution of the grant should be made on the principle of payments to each parish in proportion to its vouched expenditure on medical relief, and that this scheme should be substituted for the existing scheme under which the parishes have hitherto participated, and which was approved by H.M. Secretary of State in 1848 and 1854.* The original scheme would thus require to be modified to the extent above stated, viz., that the Parliamentary grant shall be divided and distributed among the participating parishes at such rate per £ on the vouched expenditure of each as will exhaust, or as nearly as may be exhaust, the whole amount (£20,000) voted by Parliament.

* Printed at p. 14 above.

"In the meantime, the other conditions and requirements approved in 1848 and 1854 would remain in force.

"The Board, however, are of opinion that legislation would be requisite in order to place medical relief in Scotland on an entirely satisfactory footing, and they therefore consider the proposal now made as only temporary and provisional.

"The Board submit the above alteration in the conditions of the grant for the consideration and approval of the Home Secretary."

I hereby approve of the modification proposed by the foregoing minute of the Board of Supervision of the Poor in Scotland, to be made in the scheme already approved and in force of which a copy is attached hereto, for the distribution of the Parliamentary grant in aid of medical relief for the benefit of the poor in Scotland.

W. V. Harcourt,

One of Her Majesty's Principal Secretaries of State.

Whitehall, August 7, 1882.

RULES OF THE BOARD OF SUPERVISION,* AS TO MEDICAL RELIEF OF THE POOR, APPROVED BY THE SECRETARY OF STATE MARCH 24, 1887, AND JUNE 10, 1890.

Attendance
and medicines.

1. All poor persons who stand in need of medical relief shall be duly and punctually attended by a *competent* medical practitioner, and supplied with medicines and medical and surgical appliances of such quality and to such extent as may be necessary for the proper medical or surgical treatment of such poor persons.

Qualification
of medical
officer.

2. A medical practitioner is not duly qualified unless he is registered under the Medical Act of 1858.†

Nutritious
diet, cordials,
&c.

3. In addition to medical relief, parochial boards‡ shall furnish the sick and convalescent poor with nutritious diet, cordials, clothing, suitable lodging, and sick-bed attendance, to such an extent as may be necessary, according to the circumstances of each case.

Description
and extent of
relief.

4. A medical practitioner appointed by the parochial board to attend any poor person, shall intimate in writing to the inspector the description and extent of the relief, under

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

† 21 & 22 Vict. c. 90.

‡ Now parish councils; see s. 21 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

Rule 3, which he may consider necessary for the proper treatment of such poor person ; and on receipt of such intimation, the inspector, on his own responsibility, shall forthwith furnish or refuse the relief so intimated to be necessary, until he shall have brought the case before the parochial board, and received their instructions regarding it. But if the inspector refuses or fails to furnish that relief, or any part of it, he will be held accountable for such refusal or failure.

Duty of Inspector.

5. Medical attendance, including the cost of trained nursing in poorhouses as approved by the Board of Supervision, and medical or surgical appliances which are furnished by the medical officer or procured from a laboratory on his prescription, are chargeable under the head of medical staff: but nutritious diet, cordials, clothing, suitable lodging, sick-bed attendance (other than the cost of trained nursing in poorhouses) and such appliances and means as are not furnished by the medical attendant nor procured from a laboratory on his prescription, are not chargeable under the head of medical relief ; and inspectors of the poor are required to prepare the annual returns transmitted to the Board of Supervision in conformity with this rule.

Items to be charged and not charged under medical relief.

Annual returns.

6. A medical practitioner who has undertaken to attend the whole or any part of the poor in a parish or district of a parish, shall attend personally, and at their homes, if necessary, the poor persons entrusted to his care, and is responsible that such visits and attendance are duly and punctually made and given. If he employs an assistant to aid him in the performance of his duties, no sub-division of the duty of personal attendance, or diminution of personal responsibility, will on that account be recognised.

Personal attendance and responsibility of medical officer.

7. A medical officer, appointed by the parochial board to attend the poor of a parish or of a part of a parish, is bound to afford every reasonable facility for sending or conveying the medicines and appliances furnished from his own laboratory to paupers who are unable to go or to send for them ; but when it is necessary to send a messenger expressly for that purpose, he may call upon the inspector, in writing, to provide such messenger, and the inspector, when so called upon, will be held responsible that the medicines and appliances are duly and punctually delivered.

Conveyance of medicines to paupers.

8. A medical officer appointed to attend the poor, within 21 days after his appointment, or as soon thereafter as he shall be required by the parochial board so to do, shall, if practicable, name to the parochial board a duly qualified medical practitioner, whose nomination is not objected to by the parochial board, who will perform the duties of the medical officer in case of his absence from home, or other unavoidable hindrance to his personal attendance, and for whose diligence he will be held responsible.

Appointment of a substitute.

Additional Rules applicable to Parishes which participate in the contribution from the Local Taxation Account.

Parochial board to comply with board's rules.

9. Every parochial board, as a condition of receiving a share of the grant, shall comply with the rules and regulations which the Board of Supervision, with the approval of a Secretary of State or of the Secretary for Scotland, have made, or may hereafter make, with reference to medical relief, and, in particular, shall name a duly qualified medical officer (or medical officers), at a fixed salary to attend the persons in receipt of parochial relief within the parish. [The fixed salary of the medical officer should not include the cost of medicines and medical appliances.]

Medical officer to obey rules of board.

10. The said medical officer (or officers) shall be bound to obey all the rules and regulations for their guidance which have been made and approved, or may hereafter be made and approved as aforesaid; and if any medical officer shall fail or neglect or refuse to perform the duties of his office, or shall be found unfit or incompetent to discharge them, the Board of Supervision shall have power to dismiss him.

Salary of medical officer

11. No alteration of the salary of a medical officer shall be made without the consent of the Board of Supervision to such alteration being first obtained; and no appointment of a medical officer shall be made without the consent of the Board of Supervision to the amount of the salary to be given being first obtained.

Resolution of parochial board to participate.

12. In the case of a parochial board which has not hitherto participated in the medical relief grant, but which resolves to comply with the rules and conditions aforesaid, with the view of hereafter participating, a copy of the resolution specifying the amount of the salary to be given to the medical officer must be submitted to the Board of Supervision for approval.

Procedure in appointment, or dismissal of medical officer.

13. No appointment shall be made to the office of medical officer until the vacancy has been advertised for three weeks, once in each week, in a newspaper circulating within the county. The medical officer shall not be dismissed or his services dispensed with at any meeting of the parochial board, which has not been duly called in terms of the "Rules for giving Notices of Meeting," approved by the Secretary of State on the 13th October, 1845.*

Lists of aged and infirm poor to be furnished to medical officer.

14. In every parish that participates in the grant, lists of all aged and infirm persons in the receipt of parochial relief, and residing within the parish or district of each medical officer, shall be prepared every six months, and a copy furnished by the inspector to the medical officer, who is bound to attend all such poor persons on their producing to him a ticket furnished to them by the parochial board.

* See now s. 19, subs. 2, 3, of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

15. Every medical officer appointed by the parochial board to any such parish, or to a district of any such parish, shall duly and punctually attend upon and prescribe for all poor persons requiring medical or surgical assistance within the parish or district to which he is appointed, whenever he shall be thereunto required, by a written or printed order from the parochial board or the inspector of the poor; or, in cases of sudden and urgent necessity, from a member of the parochial board; or by the production, on the part of any poor person, of the ticket referred to in the preceding rule.

Duties of medical officer.

16. Such medical officer shall keep a register of the sick poor according to the annexed Form A, which shall be submitted to the parochial board at each of their statutory meetings and at such other meetings as the said board shall direct, and shall at all times be open to the inspector of poor and the officers of the Board of Supervision; make to the Board of Supervision such returns of the sick poor as that board may from time to time require; give to the parochial board and to the inspector of the poor, when required, any reasonable information respecting the case of any poor person under his care; make any such written report relative to any sickness prevalent among the poor, as the parochial board or the Board of Supervision may require of him; attend the parochial board when summoned by them; give a certificate under his hand in every case to the Board of Supervision and to the parochial board or the inspector of the parish of settlement or residence, or the poor person on whom he is attending, of the sickness of such poor person, or other cause of his attendance when required.

Register of sick poor.

Returns of sick poor and information required, &c.

Medical certificates.

17. The offices of inspector of poor and medical officer shall not be held by the same person.

Inspector and medical officer not to be same person.

18. The medical officer of a parish, or a district of a parish, shall not vote at the meeting of any parochial board whose officer he is.

Medical officer not to vote at parochial board.

Approved by the Secretary for Scotland,
March 24, 1887, and June 10, 1890.

FORM A.

*Medical Officer's Register of Sick Poor.**

Registered No.,	Name,
Age,	Residence,
DESCRIPTION OF SICKNESS.	
Dates of Visits.	Treatment.

* The Rules for Medical Relief of the Poor should be printed at the beginning of the register.

CONDITIONS AND INSTRUCTIONS TO BE OBSERVED IN THE
DISTRIBUTION OF THE MEDICAL RELIEF GRANT,
APPROVED BY THE SECRETARY FOR SCOTLAND, JUNE 10,
1890.

1. In order to entitle a parish to receive a contribution, it is necessary that the conditions and the rules of the Board of Supervision as to medical relief should have been complied with; and that the expenditure on medical relief afforded to the poor during the year ended 14th May, 1889, should at least equal the sum which is mentioned in the Board of Supervision's circular letter of 6th April, 1848, as the minimum expenditure for your parish on medical relief.

2. Each item of expenditure should refer exclusively to "Poor Law Medical Relief" afforded during the year ended 14th May, 1890, and be supported by a voucher, distinct as to its date, the period to which it refers, and the subject of payment.

3. Every voucher, without exception, for a payment of 2l. or upwards requires a receipt stamp.

4. Discharged accounts for medicines and medical appliances, should be forwarded for examination along with this statement.

5. The following payments are inadmissible as medical relief charges, viz., payments to lunatic asylums, also payments to medical officers for quarterly visits to lunatics in private dwellings, and for medical certificates under the lunacy Acts and regulations of the lunacy board—or for medical certificates required in the ordinary administration of relief—or for professional services rendered under the provisions of the Vaccination and Public Health Acts—or for services rendered by midwives in midwifery cases. Payments for nutritious diet, cordials, clothing, lodging, sickbed attendance, are also not admissible as "medical relief" expenditure.

6. Payments, or such proportions of payments as properly belong to medical relief, on account of pauper patients treated during the year in licensed wards of poorhouses and infirmaries or hospitals, will be admitted as medical relief; also annual subscriptions to hospitals for the year ended 14th May, 1890. In all such cases, a special statement of the circumstances under which the expenditure is made, and of the benefit derived from it by paupers during the year, should be transmitted, as each case is separately considered before it is admitted.

7. Sums which are not actually and ultimately chargeable to the parochial funds of the parish are not to be included in the account of expenditure on medical relief.

8. Neither a participating parish nor the medical officer of that parish, is entitled to recover from another participating parish the cost of medical attendance.

9. All statements, without exception, to be lodged with the Board of Supervision, on or before 30th June.

Approved by the Secretary for Scotland,
10th June, 1890.

5. Books, Records, and Correspondence.

RULES OF THE BOARD OF SUPERVISION,* AS TO FORMS OF BOOKS TO BE KEPT BY INSPECTOR OF POOR, APPROVED BY THE SECRETARY OF STATE, MARCH 22, 1855.

The board having taken into consideration the reports that have been made to them by their officers of the imperfect and irregular manner in which the books and accounts of parochial boards are kept by the inspectors of the poor in many parishes—having also considered the representations that have been made to them upon the same subject by inspectors of the poor and other persons connected with the administration of the poor laws,—are of opinion that great inconvenience to the public service and disadvantage to the administration of the poor laws has arisen from the imperfect and irregular manner in which the records of parochial boards are now kept, more especially in many rural parishes, and being desirous to remove these defects, have made the subjoined rules:—

Rule I.—Every inspector of the poor in a parish or combination, or district of a parish or combination, shall keep, in the annexed forms, the following books, and shall punctually enter therein respectively the particulars required by the relative instructions thereto appended—that is to say—

- 1st. Record of applications for parochial relief.
- 2nd. *Register of poor admitted to the roll, or relieved by order of the parochial board.*†
- 3rd. Pay roll of poor.
- 4th. Visiting book.
- 5th. Day Cash book.
- 6th. General ledger.
- 7th. Book of cases in which the settlement has not been admitted or ascertained.

Rule II.—No inspector of the poor shall keep the records of the parochial board in any other form than that which is specified in Rule I.; unless with the special sanction of the Board of Supervision.

* Now the Local Government Board for Scotland.

† Superseded by Rules of October 29, 1864, printed at p. 24 below.

s 31850.

P P

Rule III.—Every inspector of the poor shall provide himself at the cost of the parish, with the books specified in Rule I., before the 14th of May, 1855, at which date these Rules will come into operation.

W. S. Walker,
Secretary.

Approved by Sir George Grey, Bart., one
of Her Majesty's Principal Secretaries
of State, 22nd March, 1855.

RULES OF THE BOARD OF SUPERVISION,* AS TO GENERAL REGISTER OF POOR, AND CHILDREN'S SEPARATE REGISTER APPROVED BY THE SECRETARY OF STATE, OCTOBER, 29, 1864.

General Register of Poor.

Rule I.—From and after the 1st day of January, 1865, the inspector of poor in every parish, and combination shall keep the register of the poor, to be called "The General Register of Poor," in accordance with the annexed Form A, which the inspector is required in every case to fill up, in every particular, as far as may be practicable.

Rule II.—Every inspector of poor shall provide himself, at the cost of the parish, with books for the registers of poor required by these rules to be kept.

Rule III.—No new cases shall be entered in the present register after 31st December, 1864.

Rule IV.—The parochial board of each parish or combination shall, before the 1st day of January, 1865, name and publicly announce two lawful days in the week, on each of which, during one hour to be fixed and announced in like manner by that board, but not earlier than 9 a.m. nor later than 3 p.m., both the general register and the children's separate register, directed by Rule V. to be kept, shall be open to inspection at the office of the inspector of poor, free of charge, by any known minister of any religious denomination officiating in the parish or combination, and on payment of one shilling on each occasion that he inspects it, by any ratepayer of the parish or combination giving his name and address in writing.

Children's Separate Register.

Rule V.—From and after the 1st day of January, 1865, the inspector of the poor in every parish and combination shall also keep in a separate book a register, to be called "The

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

Children's Separate Register," in accordance with the annexed Form B, in which shall be entered the particulars, to be specified in Rule VII., regarding each poor child, who, at the date above mentioned, or thereafter, may be receiving relief from the parish or combination, and who may be an orphan or deserted (either by both parents, or by an only surviving parent), or who may, by order of the parochial board or a committee thereof, be separated from or placed elsewhere than with the child's parents, or one of them.

Rule VI.—The children's separate register shall be so kept, that all the particulars required to be entered therein which relate to each child shall be contained in one page of that register, or if it should (in any case) be necessary to continue the entries relative to the same child in a second page of the same or another volume, then the original and the second page shall respectively contain distinct references to the volume, and the page of that volume in which the other entries can be found.

Rule VII.—The particulars relating to each child required to be entered in the children's separate register are:—

- 1st. The name and the age ascertained or presumed. The date at which he or she became chargeable, and whether as an orphan, or as a deserted child, or as a child separated from a parent or parents, and if so separated, then the reason for such separation.
- 2nd. The religious denomination:—Whether Protestant or Roman Catholic, with the grounds for holding the child to be of the denomination entered in the register.
- 3rd. The name, religious denomination, and place of residence of the parents, or of the last surviving parent of the child, so far as these are known or can be ascertained.
- 4th. The date of any minute of the parochial board or committee thereof, directing that the child be sent to the poorhouse, or be boarded out, and when directed to be boarded out, the name, religious denomination, and place of residence of the person with whom boarded, and the date of removal thereto; and if the child be registered as a Roman Catholic, then the date of intimation sent, in terms of the Board of Supervision's minute of the 13th February, 1862, to the priest of that faith residing nearest to the place where the child is to be boarded. Also, in like manner, similar entries with reference to every subsequent order for removal and actual removal of the same child boarded out, from one place or house to another, or from the care of one person to another, from time to time, so long as the child is receiving relief.
- 5th. The date and the age at which, and the circumstances in consequence of which the child may have ceased to be chargeable to the parish or combination, and the name,

residence, and occupation or trade of the person with whom the child may have been apprenticed, or may have engaged as a servant while receiving parochial relief.

Rule VIII.—In every case in which an orphan or deserted child, or a child separated from its parents, is ordered to be sent to the poor-house, the inspector shall state, in the ticket for his or her admission, the religious denomination of the child as entered in the children's separate register, and the house governor of the poor-house shall enter the child in the poor-house register as of that denomination; and he shall cause to be delivered on Monday of each week to any known minister of the religious denomination of any inmate, and who regularly visits or has been nominated to visit, the poor-house, for the purpose of instructing the children of his own denomination, a list of all such children then inmates of the poor-house, if he applies for it,

W. S. Walker,
Secretary.

Approved by the Right Hon. Sir George Grey,
Bart., one of Her Majesty's Principal Secretaries of State, 29th October, 1864.

General Register of Poor, belonging to the parish of

Name

Residence

Age

Date of minute of parochial board or committee admitting liability and authorising relief

Amount and description of relief authorised

Country and place of birth, and, if in Scotland, parish of birth

Religious denomination, whether Protestant or Roman Catholic

Condition—If adult, whether married or single, widow or widower

Condition—If child, whether orphan, deserted, or separated from parents

Trade or occupation

Wholly or partially disabled

Description of disablement

Wholly or partially destitute

Earnings, means, and resources besides parochial relief

Nature of settlement

Name and age of wife, child, or children living in family

Name, age, and weekly earnings of husband, wife, child, or children not living in family, and their circumstances

Other information not stated above

Date.

Changes of Circumstances and subsequent Proceedings.

Instructions.

1. The cases to be entered in the general register of poor are all those admittedly chargeable to the parish, resident and non-resident, and receiving relief *by authority of a minute of the parochial board or committee*, whether the relief be for a short or long period.

2. A pauper once entered will retain the same folio in the register although struck off and readmitted several times; the date of the first admission will regulate the order in which the names are to be recorded, and all the particulars relating to each registered pauper must be entered consecutively in the same folio, so that it may contain the whole history of the case.

3. Every space should have a statement entered in it, either positive or negative.

Children's separate Register, parish of

Name of child

Reference to previous folio in this register

Reference to folio in general register

Date when chargeable

Age at that date

Condition—whether orphan, or deserted, or separated from parents

General health

If separated from parents, reason for separation

Religious denomination—Protestant or Roman Catholic

Grounds for holding child to be of that denomination

Name and residence of parents, or last surviving parent

Religious denomination of parents, or last surviving parent

Date of minute directing child to be sent to a poor-house or to be boarded out

If to a poor-house, name of poor-house

Date of removal to poor-house

If boarded out, person with whom boarded

Religious denomination of person with whom boarded

Occupation of do.

Residence of do.

Date of removal to do.

No. of other children in charge of, or belonging to, and living in family of do.

Religious denomination of such child or children

If child registered as Roman Catholic, date of intimation to priest of that faith residing nearest the place where child boarded

If child at school, name of school

If child apprenticed or engaged as a servant

Date when apprenticed or engaged

Person with whom apprenticed or engaged

Occupation or trade

Residence

Date when child ceased to be chargeable

Age at that date

Cause of non-chargeability

Dates.	Change of Circumstances and Proceedings in Case, not entered above.

Instructions.

1. The children to be entered in this book are all orphans and deserted children, and children separated from their parents, that is children whose parents are both dead, or whose parents have both deserted them, or children separated from both parents.

2. No child will be entered in this book unless admitted to the roll and duly entered in the general register of poor, separately as orphans, or deserted or separated from parent.

RULES OF THE BOARD OF SUPERVISION,* AS TO CORRESPONDENCE BETWEEN INSPECTORS, APPROVED BY THE SECRETARY OF STATE NOVEMBER 15, 1847.

Whereas representations have been made to the Board of Supervision, complaining of neglect on the part of the inspectors of the poor in not replying to letters and communications sent to them by inspectors or parochial boards of other parishes, more especially letters relating to disputed settlements and claims of paupers who have been relieved in parishes to which they do not belong; and whereas, in consequence of such neglect, not only have the legal liabilities of parishes been evaded, and great embarrassment and delay been occasioned in fixing and ascertaining the proper settlements of paupers, but much needless expense has also thereby been incurred,—the Board of Supervision therefore directs,—

1. That every inspector of the poor, to whom any letter or communication shall have been addressed by the inspector of another parish, on any matter involving a claim against the parish to the inspector of which the letter may be addressed, or making any inquiry in regard to relief given or refused to a pauper, shall be bound to acknowledge and reply to such letter or communication within seven days after the receipt thereof, unless prevented from so doing by some sufficient reason, the sufficiency of which shall be determined by the Board of Supervision, if applied to for that purpose.

2. An inspector of the poor sending any such letter or communication, shall be bound to transmit it by post, and to prepay the postage. He must also preserve evidence of the day on which it is transmitted; and the postmark of the post office through which the inspector, to whom any such letter or communication may be addressed, usually receives his letters, shall be held to be sufficient evidence of the time of receipt.

3. Every inspector of the poor who shall receive any such letter or communication, shall be bound to preserve the same, and to produce it with its cover or envelope (if any) when called upon, by the Board of Supervision.^a—By order of the Board.

W. Smythe, Secretary.

Approved by the Right Hon. Sir George Grey,
one of Her Majesty's Principal Secretaries of
State, November 15, 1847.

* Now the Local Government Board for Scotland; see s. 3 of the Local Government (Scotland) Act, 1894 (57 & 58 Vict. c. 58).

6. Removal.

RULES. AND REGULATIONS OF THE LOCAL GOVERNMENT BOARD FOR SCOTLAND, DATED AUGUST 22, 1898, UNDER THE POOR LAW (SCOTLAND) ACT, 1898, AS TO APPEALS AGAINST REMOVAL.

The Local Government Board, in virtue of the powers vested in them by Section 7 of the Poor Law (Scotland) Act, 1898 (61 and 62 Vict., c. 21), have made the following rules and regulations regarding the form and manner in which appeals may be taken against the proposed removal of poor persons from parishes in Scotland, *when such poor persons shall have resided not less than one year within the parish in which they apply for relief*:—

1. The inspector of poor of each parish shall at all times be provided with the printed forms of appeals (hereinafter prescribed) for the use of poor persons and boards of guardians desiring to lodge appeals with the Local Government Board.

2. When an inspector of poor has obtained a warrant for the removal of a poor person to England or Ireland, he shall, in intimating the proposed removal to the clerk to the board of guardians, enclose a form on which the board of guardians may appeal against the removal to the Local Government Board if they shall so think fit.

3. It is the duty of the inspector, on communicating to a poor person an order or warrant for his removal, to inform him of his right of appeal to the Local Government Board, and the Board attach special importance to the punctual discharge by inspectors of this statutory obligation.

4. The inspector shall deliver a copy of the form of appeal to each poor person who may demand it after an order of removal has been made or a warrant has been granted by the sheriff.

5. The inspector, if required by the appellant so to do, shall fill up the form of appeal in such terms as the appellant may desire.

6. If the appellant shall prefer to have the form of appeal filled up by any other than the inspector he shall be at liberty to have it so filled up.

7. Every appeal before being transmitted to the Local Government Board must be signed at the places and in the manner indicated in the printed form.

8. Every appeal by a poor person before being transmitted to the Local Government Board shall be delivered open, filled up, and signed as above directed, to the inspector, who shall thereafter write in such remarks as he may have to make, and sign them with his name at the place indicated for his signature.

9. The inspector, if required by the appellant so to do, shall, within twenty-four hours from the time when the appeal shall have been delivered to him for that purpose, open, filled up, and duly signed, forward it to the Local Government Board with such remarks as he may have to make written in.

10. If the appellant shall prefer to transmit the appeal to the Local Government Board otherwise than through the inspector, he shall be at liberty to do so ; and, in that case, the inspector shall return the appeal to the appellant, with such remarks as he may have to make written in, within twenty-four hours from the time when it shall have been delivered open, filled up, and duly signed, to the inspector.

11. A medical certificate, in the form prescribed for admission to poor-houses, must accompany every appeal made by a poor person against removal from one parish to another within Scotland, and the fitness (or otherwise) of the appellant to be removed to his proposed destination must be expressly stated.

12. The inspector must retain a copy of every such appeal which may pass through his office.

13. Every appeal by a poor person against removal from one parish to another within Scotland shall be in the form of Schedule A herewith.

14. Every appeal by a poor person against removal to England or Ireland shall be in the form of Schedule B.

15. Intimation of a proposed removal to England or Ireland shall be made to the clerk to the board of guardians in the form of Schedule C., having a form of appeal annexed.

Given under the seal of office of the Local Government Board for Scotland this Twenty-second day of August, One thousand eight hundred and ninety-eight years.

(L.S.)

Malcolm McNeill,
Vice-President.

G. Falconar-Stewart,
Secretary.

*Schedule A.***FORM OF APPEAL BY PAUPER AGAINST REMOVAL TO ANOTHER PARISH
IN SCOTLAND.**

To the Local Government Board for Scotland, Edinburgh.

I, _____, one of the Poor on the Roll of the
 Parish of _____, hereby appeal against an order to remove
 me to the Parish of _____, dated _____,
 and intimated to me on the _____ day of _____;
 and I pray the Local Government Board to investigate the grounds of my
 appeal, as stated on page 2 of this Schedule, and to determine accordingly,
 in terms of Section 3 of the Poor Law (Scotland) Act, 1898.

I have resided continuously in the Parish of _____
 from _____ to _____

If the Appellant
 cannot write, the
 signature, by a
 mark, must be
 attested by a Wit-
 ness in the follow-
 ing form: "The
 above is the mark
 of _____"

Signature of Appellant,

Attestation,

Signature of Witness,

Date

INSTRUCTIONS.

1. The Appellant must fill up the Answers to the Queries on the next page. The Inspector is bound, if required, to write down the answers for him. The Schedule, when filled up, must be left with the Inspector, who is directed, within twenty-four hours, to make his remarks in the column on page 3, and either return the Schedule to the Appellant or transmit it to the Local Government Board as the Appellant may desire.

2. The Inspector of the parish of chargeability will, besides making such remarks as he thinks fit in the column on page 3, also state succinctly, on page 4 of the Schedule, the reasons for which it is proposed to remove the pauper.

3. The Inspector of the parish of residence will transmit along with the Schedule a CERTIFICATE IN THE PRESCRIBED FORM BY THE MEDICAL OFFICER certifying whether the pauper (and dependants, if any) can be removed as proposed without injury.

QUESTIONS.	ANSWERS OF APPELLANT.
1. Present Residence ?	
2. Age ?	
3. Whether Single or Married ?	
4. Name and ages of children or dependants (if any) living in family ?	
5. Employment and earnings of such children or dependants ?	
6. If parents alive, and in what circumstances ?	
7. Names, employment, earnings, and residences of children not living in family ?	
8. Present occupation of Appellant ?	
9. Occupation previous to first receiving relief ?	
10. How long has parochial relief been received ?	
11. Amount of present parochial relief in money, clothing, or of any other kind ?	
12. Whether wholly or partially disabled, and from what cause ?	
13. Does Appellant pay any, and, if so, what rent for house or room now occupied.	
14. Has Appellant any other means or resources besides parochial relief, and to what amount ?	
15. Has Appellant any relatives living in district ? If so, state their names and addresses.	
16. Grounds on which Appellant objects to removal to the Parish of ?	

**STATEMENT BY THE INSPECTOR OF THE PARISH OF CHARGEABILITY OF
REASONS FOR WHICH IT IS PROPOSED TO REMOVE THE PAUPER.**

Signature of Inspector,

Date,

Schedule B.

FORM OF APPEAL BY PAUPER AGAINST REMOVAL TO ENGLAND OR IRELAND.

To the Local Government Board for Scotland, Edinburgh.

I, _____, one of the Poor on the Roll
of the Parish of _____, hereby appeal
against a Warrant to remove me to _____, dated _____
of _____, and intimated to me on the _____ day
; and I pray the Local Government Board to
investigate the nature and grounds of my Appeal, as stated on the succeeding
pages of this schedule, and to determine accordingly, in terms of
Section 5 of the Poor Law (Scotland) Act, 1898.

I have resided continuously in the Parish of _____
from _____ to _____

If the Appellant
cannot write, the
Signature by a
mark must be
attested by a Wit-
ness in the follow-
ing form:— "The
above is the mark
of _____"

Signature or Mark of Appellant,

Attestation,

Signature of Witness,

Date,

NOTE.—The Appellant must fill up the answers to the queries on the next page. The Inspector of Poor is bound if required, to write down the answers for him. The schedule, when filled up, must be left with the Inspector, who is directed, within twenty-four hours, to make his remarks in the appropriate column, and either return the schedule to the Appellant or transmit it to the Local Government Board, as the Appellant may desire.

QUESTIONS.	ANSWERS OF APPELLANT.	INSPECTOR'S REMARKS.
1. Present residence ?		
2. Particulars of pauper's residences in Scotland ? (Giving dates where possible.)		
3. Age ?		
4. Whether single or married ?		
5. Names and ages of children or dependants (if any) living in family ?		
6. Employment and earnings of such children or dependants ?		
7. If parents alive, and in what circumstances ?		
8. Names, employment, earnings, and residences of children not living in family ?		
9. Occupation of Appellant ?		
10. Nature and amount of parochial relief received ?		
11. Whether wholly or partially disabled, and from what cause ?		
12. Does Appellant pay any, and, if so, what, rent for house or room now occupied ?		
13. Has Appellant any means or resources besides parochial relief, and to what amount ?		
14. Has Appellant any relatives living in district ? If so, state their names and addresses.		
15. What are the grounds on which Appellant objects to removal ?		

Signature of Inspector,

Parish of

Date,

*Schedule C.***FORM OF INTIMATION BY INSPECTOR OF POOR OF PROPOSED REMOVAL
OF A PAUPER TO ENGLAND OR IRELAND.**

Parish Council of

(Post Town)

Date,

To the Clerk of the Board of Guardians

of

Sir,

I hereby intimate to you that, in terms of the Poor Law (Scotland) Act, 1845, the Poor Law Removal Act, 1862, and the Poor Law (Scotland) Act, 1898, I have obtained a warrant, dated _____, who has become chargeable in this parish as a pauper, to _____; and that, unless I am otherwise instructed by the Local Government Board for Scotland, the removal will take place on the expiry of 14 days after you receive this notice.

In terms of Section 5 (2) of the Poor Law (Scotland) Act, 1898, a Board of Guardians may, within 14 days after receipt of this notice, appeal to the Local Government Board, Edinburgh, against the proposed removal. A Form of Appeal is annexed, and the requisite particulars are given on the next page of this notice. A copy of the depositions taken before the Sheriff is enclosed.

In acknowledging receipt be good enough to state whether it is intended to lodge an appeal with the Local Government Board.

I am,

Sir,

Your obedient Servant,

Inspector of Poor.

STATEMENT OF PARTICULARS.

1. Name of pauper ?	
2. Residence—stating length of continuous residence in parish prior to application for relief ?	
3. Particulars of pauper's residences in Scotland ? (Giving dates where possible.)	
4. Age of pauper ?	
5. Whether single or married ?	
6. Names and ages of children or dependants (if any) living in family ?	
7. Employment and earnings of such children or dependants ?	
8. If parents alive, and in what circumstances ?	
9. Names, employment, earnings, and residences of children not living in family ?	
10. Occupation of pauper ?	
11. Relief granted to pauper ?	
12. Whether wholly or partially disabled, and from what cause ?	
13. Does pauper pay any, and, if so, what rent for house or room now occupied ?	
14. Has pauper any means or resources besides parochial relief, and to what amount ?	
15. Is pauper likely within a reasonable time to become self-supporting ?	

FORM OF APPEAL BY BOARD OF GUARDIANS OF UNION OR PARISH IN
ENGLAND OR IRELAND TO WHICH IT IS PROPOSED TO REMOVE A
PAUPER FROM SCOTLAND.

IMPORTANT.—This appeal is competent only if the pauper has resided not less than one year within the parish in which he applies for relief, and must be made within 14 days after receipt of the intimation from the Inspector of Poor. In the event of an appeal being lodged within the prescribed period the Inspector of Poor is not entitled to remove the pauper until the Local Government Board have issued their award. For the guidance of Boards of Guardians who propose to appeal, the Local Government Board would point out that, in terms of Section 5 (3) of the Act, the points which they will specially consider in dealing with each case are :—

- (a) The length and character of the pauper's residence in Scotland ;
 - (b) The causes why a settlement has not been acquired, or, if acquired, has not been retained ; and
 - (c) Any circumstances tending to show that the exercise of the power of removal would unduly injure the interests of the poor person on account of the industrial employment of his children or otherwise.
-

To the Local Government Board, Edinburgh.

I, _____, on behalf of the Board of
Guardians of _____, hereby appeal against the proposed
removal of _____, residing at _____,
in the parish of _____, to _____,
as authorised in the warrant, dated _____, and intimated to
the clerk to the Board of Guardians of _____,
on the _____ day of _____; and I pray the Local
Government Board to investigate the nature and grounds of my appeal, as
stated in this schedule, and to determine accordingly, in terms of Section 5
of the Poor Law (Scotland) Act, 1898.

Signature,

Designation }
and
Address, }

Date

NOTE.—The appellants should fill in the statement of particulars on the following page, and the clerk should retransmit with the appeal the copy of the depositions enclosed to the guardians by the Inspector of Poor.

STATEMENT OF PARTICULARS.

QUESTIONS.	ANSWERS.
1. Name of pauper ?	
2. Residence—stating length of continuous residence in parish prior to application for relief.	
3. Particulars of pauper's residences in Scotland? (Giving dates where possible.)	
4. Name of parish proposing to remove pauper ?	
5. Age of pauper ?	
6. Whether single or married ?	
7. Names and ages of children or dependants (if any) living in family ?	
8. Employment and earnings of such children or dependants ?	
9. If parents alive, and in what circumstances ?	
10. Names, employment, earnings, and residences of children not living in family ?	
11. Occupation of pauper ?	
12. Relief granted to pauper ?	
13. Whether wholly or partially disabled, and from what cause ?	
14. Does pauper pay any, and, if so, what rent, for house or room now occupied ?	
15. Has pauper any means or resources besides parochial relief, and to what amount ?	
16. What are the grounds on which board of guardians object to removal of pauper ?	

POOR, IRELAND.

- | | |
|------------------------------|--------------------------------------|
| 1. <i>Relief</i> , p. 1. | 3. <i>Workhouses</i> , p. 122. |
| 2. <i>Guardians</i> , p. 48. | 4. <i>Accounts and Audit</i> p. 154. |

(1.) **Relief.**

- (a) *Pauper Children*, p. 1. | (b) *Dispensaries*, p. 8.
(c) *Emigration*, p. 48.

(a) **Pauper Children.**

REGULATIONS OF THE LOCAL GOVERNMENT BOARD FOR IRELAND, DATED DECEMBER 17, 1902, APPROVED BY THE LORD LIEUTENANT, DECEMBER 20, 1902, UNDER THE PAUPER CHILDREN (IRELAND) ACTS, 1898* AND 1902.†

1902. No. 975.

To the Guardians of the Poor of the several Unions named in the Second Schedule hereunto annexed; and to all others whom it may concern.

Whereas in pursuance of the Pauper Children (Ireland) Act, 1898, we, the Local Government Board for Ireland did, by a General Order under our seal bearing date the twenty-seventh day of April, 1899,‡ make certain regulations for the purpose of giving effect to the provisions of the said Act:

And whereas we deem it expedient to vary our said General Order of the twenty-seventh day of April, 1899, and to make certain further regulations for the purpose aforesaid:

Now, therefore, we, the Local Government Board for Ireland, do hereby revoke our said General Order of the twenty-seventh day of April, 1899, and in pursuance of the powers vested in us by the Pauper Children (Ireland) Acts, 1898 and 1902, and all other powers thereunto enabling us, do hereby make the following regulations for the purpose of giving effect to the provisions of the said Acts:—

Limit of Age and Conditions.

1. The age up to which orphan and deserted children may be boarded out of the workhouse shall be fifteen years, and such children may be boarded out either within or without the limits of the union.

* 61 & 62 Vict. c. 30.

† 2 Edw. 7, c. 16.

‡ Printed in Statutory Rules and Orders, 1899, p. 970.

2. Every person with whom any such child shall be placed out at nurse, or boarded out, shall be of the religious persuasion in which the child is registered and shall be called the foster parent, and shall, before receiving custody of the child, enter into a contract with the guardians in the form prescribed in the first schedule to this Order, binding himself or herself, as the case may be, to observe all the conditions herein contained so long as the said child shall continue at nurse or be boarded out with such foster-parent.

3. The child shall be properly and sufficiently nursed or boarded, and shall be suitably lodged and clothed, and kept clean in its person by being washed once at least every day, and at all times when necessary, and the clothes provided shall not be of such shape or colour as may denote connection with the workhouse, or with any institution; and no child shall be nursed or boarded out in any house unless there is a woman living there who is of full age and has experience in the management of children.

4. If the child shall at any time be suffering from illness or the effects of accident, medical relief shall be obtained for it in the manner provided by law at or from a dispensary of the dispensary district in which the foster-parent resides, and if the medical officer of such district shall advise its removal to hospital, the foster-parent shall allow it to be so removed.

5. Before the signing of the said contract the proposed foster-parent shall produce a recommendation signed by some clergyman, magistrate, guardian of a union, or medical officer residing in his or her neighbourhood, who may be willing to answer for his or her good conduct and respectability.

6. Before the signing of the said contract the guardians shall satisfy themselves that the dwelling of the proposed foster-parent is in a healthy situation, that the house contains more than one room and admits of the sexes being completely separated, that a supply of pure and wholesome drinking water is at all times readily accessible to the inmates, that good food and milk are easily obtainable, and that there is a national school or other public school, situate at a convenient distance from the dwelling.

7. There shall be inserted in the contract the precise terms of monthly payment to the foster-parent, and such payment shall be exclusive of the cost of new clothing or repairs of clothing, and of school fees, if any, for the child's education, which shall be separately provided by the guardians, and the contract shall be sealed with the common seal of the guardians.

8. The number of children who may be boarded out with one foster-parent shall not exceed two, unless all the children so boarded out are children of the same parents, or unless in any particular case we otherwise direct; and no child shall

be boarded out with any person with whom children are boarded out by any person other than the guardians, or who keeps any pig, cow, horse, donkey, or other such animal within the dwelling-house, or who keeps any manure-pit or accumulation of filth in dangerous proximity to the dwelling.

9. No child shall be placed out at nurse, boarded out or placed out at service with any person occupying or residing in a house or premises which are licensed for the sale of intoxicating liquors by retail.

10. No child shall be boarded out in any town or village without our consent.

11. The child shall be produced for inspection and examination at all reasonable times when required by the relieving officer, by any member of the visiting committee hereinafter mentioned, or by any person having authority from us, or from the guardians, to examine and inspect it.

12. The child shall be restored to the custody of the guardians and their officers at any time when the foster-parent shall be required by the guardians so to restore it.

Charging Expenses.

13. The name of the child, together with the other particulars required by any Order under our seal for the time being in force prescribing regulations for the government of workhouses, shall, on its discharge from the workhouse, be placed on the out-door relief register and on the out-door relief list; and the sums expended in the relief of all such cases shall be entered like other sums expended in out-door relief, in the relieving officer's weekly relief and expenditure book, and the expenses of relieving such child, of conveying it to and from the home to the workhouse, or from one home to another, and of its burial in case of death, shall be charged under the head of out-door relief, and entered in the union accounts accordingly; and, in the case of burial service having been performed, the expense thereof shall be charged and brought to account in like manner.

Divine Worship and School.

14. The child, when of sufficient age to attend school, shall, subject to the approval of the workhouse chaplain of the religious persuasion in which such child is registered, attend the nearest national school, or shall, subject to the approval of the guardians and of such chaplain, attend some other public school, and a certificate of such attendance, signed by the teacher, and showing the days of absence (if any), shall be given to the relieving officer each month, provided that, if the school

be not a national school, the child shall be examined annually by an inspector of the Commissioners of National Education at a convenient time and place, and the result of such examination shall be reported to the guardians.

The child shall, when of sufficient age, attend divine worship at the place of worship frequented by the foster-parent and his or her family.

Supervision and Inspection.

15. The guardians shall provide for the supervision of all children placed out at nurse or boarded out by them by assigning the duty of such supervision in each case to the relieving officer, who shall discharge the same in accordance with the following regulations:—

- (a) He shall see the child safely given over in charge to the person whom the guardians shall have selected for the purpose.
- (b) He shall pay, in advance or otherwise, as the guardians shall direct, but not less often than once in each month, from the funds placed at his disposal by the guardians for that purpose, the sums granted from time to time by them for the maintenance of the child.
- (c) He shall cause the child, if not already successfully vaccinated, to be vaccinated by the medical officer of the dispensary district in which the foster-parent resides.
- (d) He shall visit the child once at least in every month, and also when any special occasion shall arise for visiting it, and shall report in writing immediately thereafter to the guardians on its health, cleanliness, and treatment, together with such other particulars as the guardians shall at any time require.
- (e) He shall, in the event of the death of the child, take steps for its burial according to the directions of the guardians applicable generally to such cases, and shall report the circumstances of the death to the guardians without delay.

16. The guardians may, if they think fit, with our consent, defray any expenses actually and properly incurred by the relieving officer in discharging the duties of supervision.

17. A committee of ladies, not necessarily guardians, shall be annually appointed as a visiting committee, and such committee, or any member thereof, shall have full authority to visit any house in which a child, subject to the authority of

the guardians, is placed out at nurse, boarded out, or placed out at service, and shall report to the guardians upon each visit.

18. No child shall, under twelve years of age, be placed out at service, and every child placed out at service shall, so long as he or she is subject to the authority of the guardians, be visited by the relieving officer at such times as the guardians shall appoint, and the relieving officer shall report after each visit as to the condition of the child, and as to the wages which he or she receives.

Application of Regulations.

19. These regulations shall be deemed to apply to children placed out at nurse, boarded out, or placed out at service at any time before the issuing of this Order; and in the event of any such child returning to the workhouse and being again boarded out with the same or other foster-parents, the foster-parent shall in each such case contract as is provided in these regulations; and in regard to children not coming back to the workhouse, but remaining boarded out, the guardians shall require each foster-parent to observe the conditions contained in these regulations, and in every case of their not consenting to do so, or making default therein, the child shall be restored to the custody of the guardians.

Given under our seal of office this seventeenth day of December, in the year of our Lord One thousand nine hundred and two.

(L.S.)

H. A. Robinson.
Wm. L. Micks.
R. Bagwell.

Dudley.

We, William Humble, Earl of Dudley, Lord Lieutenant-General and General Governor of Ireland, do hereby approve this Order.

By command of His Excellency,
A. P. MacDonnell.

Dublin Castle,
20th December, 1902.

First Schedule.

FORM OF CONTRACT prescribed by the foregoing REGULATIONS.

This indenture made this* day of* , 19
 between the guardians of the poor of the† union (hereinafter called the guardians) of the first part, and‡ of the second part witnesseth that the said§ (hereinafter called the foster-parent), doth hereby accept the charge of|| , now aged about¶ years (and hereinafter called the child) ; and in consideration of the sum of** per month, to be paid to the foster-parent by the guardians as hereinafter mentioned, doth hereby covenant and agree to bring up the child, and to endeavour to train him (or her) in habits of truthfulness, obedience, personal cleanliness, and industry, as well as in suitable domestic and outdoor work. And the foster-parent doth hereby bind himself (or herself) to observe and keep in respect of the child all the regulations which are set forth in the General Order of the Local Government Board for Ireland, dated the seventeenth day of December, 1902, and in particular the regulations following, that is to say :—

1. The child shall be properly and sufficiently nursed or boarded, and shall be suitably lodged and clothed and kept clean in its person by being washed once at least every day and at all times when necessary.
2. If the child shall at any time be suffering from illness or the effects of accident, medical relief shall be obtained for it in the manner provided by law at or from a dispensary of the dispensary district in which the foster-parents reside, and if the medical officer of such district shall advise its removal to hospital the foster-parent shall allow it to be so removed.
3. The child shall be presented for inspection and examination at all reasonable times when required by the relieving officer, by any member of the visiting committee, or by any person having authority from the Local Government Board for Ireland, or from the guardians, to examine and inspect it.
4. The child shall be restored to the custody of the guardians and their officers at any time when the foster-parent shall be required by the guardians so to restore it.
5. The child, when of sufficient age to attend school, shall, subject to the approval of the workhouse chaplain of the religious persuasion in which the child is registered, attend the nearest national school, or shall, subject to the approval of the guardians and of such chaplain, attend some other public school, and a certificate of such attendance signed by the teacher, and showing the days of absence (if any), shall be given to the relieving officer each month ; provided that if the school be not a national school the child shall be examined annually by the inspector of the Commissioners of National Education at a convenient time and place, and the result of such examination shall be reported to the guardians.
6. The child shall, when of sufficient age, attend Divine worship at the place of worship frequented by the foster-parent and his or her family.

* Insert date.

† Insert name of union.

‡ Insert name and address of foster-parent.

§ Insert name of foster-parent.

|| Insert name of child

¶ Insert age of child.

** Insert amount.

And the guardians do hereby covenant and agree with the foster-parent that so long as the child shall continue in his (or her) charge, and shall not have attained the age of fifteen years, they, the guardians, will pay or cause to be paid to the foster parent, the sum of *

on the † day of each calendar month, and a proportionate part of such monthly payment in the event of the child being removed from the charge of the foster-parent in the interval between any of the said days of payment.

And the guardians hereby further covenant and agree that the child shall from time to time be provided with suitable and sufficient clothing, and that due provisions shall be made for the repair of such clothing, and also for the payment of any school fees which may lawfully become due and payable in respect of the child's attendance and education at school.

As witness the seal of the guardians of the poor of the Union, and the hand of the said ‡ the day and year hereinbefore mentioned.

(Present when the seal of the guardians of the poor of the union was affixed).

(L.S.)

(Signature of foster-parent).

Second Schedule.

Names of the Unions to whom the foregoing Order applies.

Abbeyleix	Borrisokane	Cookstown
Antrim	Boyle	Cootehill
Ardee	Caherciveen	Cork
Armagh	Callan	Corrofin
Athlone	Carlow	Croom
Athy	Carrickmacross	Delvin
Bailieborough	Carrick-on-Shannon	Dingle
Ballina	Carrick-on-Suir	Donegal
Ballinasloe	Cashel	Downpatrick
Ballinrobe	Castlebar	Drogheda
Ballycastle	Castleblayney	Dromore West
Ballymahon	Castlecomer	Dublin, North
Ballymena	Castlederg	Dublin, South
Ballymoney	Castlereagh	Dundalk
Ballyshannon	Castletown	Dunfanaghy
Ballyvaughan	Cavan	Dungannon
Balrothery	Celbridge	Dungarvan
Baltinglass	Claremorris	Dunmanway
Banbridge	Clifden	Dunshaughlin
Bandon	Clogheen	Edenderry
Bantry	Clogher	Ennis
Bawnboy	Clonakilty	Enniscorthy
Belfast	Clones	Enniskillen
Belmullet	Clonmel	Ennistymon
Birr	Coleraine	Fermoy

* Insert amount.

† Insert "first," "second," or "third," &c., as may be agreed upon.

‡ Insert name of foster-parent.

Second Schedule—continued.

Galway	Londonderry	Rathdown
Glennamaddy	Longford	Rathdrum
Glenties	Loughrea	Rathkeale
Gorey	Lurgan	Roscommon
Gort	Macroom	Roscrea
Granard	Magherafelt	Scariff
Inishowen	Mallow	Shillelagh
Irvinestown	Manorhamilton	Skibbereen
Kanturk	Midleton	Skull
Kells	Milford	Sligo
Kenmare	Millstreet	Strabane
Kilkeel	Mitchelstown	Stranorlar
Kilkenny	Mohill	Strokestown
Killadysert	Monaghan	Swineford
Killala	Mount Bellew	Thomastown
Killarney	Mountmelick	Thurles
Kilmacthomas	Mullingar	Tipperary
Killmallock	Naas	Tobercurry
Kilrush	Navan	Tralee
Kinsale	Nenagh	Trim
Larne	Newcastle	Tuam
Letterkenny	New Ross	Tulla
Limavady	Newry	Tullamore
Limerick	Newtownards	Uringford
Lisburn	Oldcastle	Waterford
Lismore	Omagh	Westport
Lisnaskea	Oughterard	Wexford
Listowel	Portumna	Youghal

(b) Dispensaries.

- (i) *Loans*, p. 8. | (ii) *Leases*, p. 10.
 (iii) *Regulations*, p. 10.

(i) Loans.**RULES AND REGULATIONS MADE BY THE TREASURY AS TO DISPENSARY LOANS.**

Dispensary Houses (Ireland) Act, 1879 (42 & 43 Vict. c. 25).

Under the above Act, loans may be made by the Commissioners of Public Works, Ireland, with the sanction of the Lords Commissioners of the Treasury, for the following purposes, viz.:—

Purposes for
which Loans
may be made.

The erection, enlargement, structural improvement, or purchase of any house or building to be used as a dispensary, or as a dispensary residence for the dispensary district in which such house or building is situate.

Authorities,
or persons to
whom Loans
may be made.

The authorities, or persons to whom loans may be made for the above purpose, are boards of guardians, or owners of land who are in the receipt of the rents and profits derivable therefrom, excepting leaseholders for a shorter term than two lives, or twenty-five years unexpired, and also excepting yearly tenants.

Applications for loans are to be made to the Commissioners of Public Works by memorial (forms of which can be obtained from the secretary, Office of Public Works), accompanied by the following documents :—

1. A certificate signed by the Secretary of the Local Government Board, as required by the 4th section of the Act. Memorial to be submitted to Commissioners of Public Works.

2. An Ordnance sheet—(6-inch scale)—on which the site of the building which it is proposed to purchase, erect, or improve, is to be shown by red colour. Documents required to be furnished therewith.

3. The plans, specifications and estimates approved by the Local Government Board.

*Loans will bear interest at the rate of 3½ per cent. and will be repayable by an annuity at the rate of 5 per cent. per annum for a period of thirty-five years, or if required for a shorter period, by repayment of an increased annuity.** Terms for advances, and mode of repayment.

The borrower will be required to give a bond for the due application of the loan, and when it and the charging order has been registered, the Commissioners will be prepared to issue the loan in four instalments, as follows :— Loans to be issued in four instalments.

The first instalment when the memorialist states he is prepared to proceed with the work, and each of the subsequent

* In pursuance of Section 61 (1) of the Local Government (Ireland) Act, 1898 (61 & 62 Vict. c. 37), the following periods have been fixed for the repayment of dispensary loans :—

Object of Loan.	Period.
1. Acquisition of land - - - - -	50 years.
2. New buildings—First Class - - - - -	40 "
3. Alterations in existing buildings - - - - -	35 "
4. Drainage and water supply - - - - -	30 "
5. Baths (hot water), closets, disinfecting chamber, electric lighting, strong closet.	25 "
6. Kitchen and laundry - - - - -	15 "

When the period does not exceed 35 years, the loan is repayable by an annuity, including principal and interest.

When the period exceeds 35 years, repayment is by equal half-yearly instalments of principal, with interest on the amount outstanding from time to time.

In pursuance of Section 1 of the Public Works Loans Act, 1897 (60 & 61 Vict. c. 51), whereby the rates of interest on loans secured on local rates may be fixed from time to time, the following rates of interest at present apply to loans for dispensary purposes :—

Period.	Rate of Interest.
Not exceeding 30 years - - -	3½ per cent. per annum.
" 40 " - - -	3½ " "
" 50 " - - -	3½ " "

Office of Public Works,
March, 1900.

instalments when the preceding one has been accounted for to the satisfaction of the Commissioners of Public Works.

Alterations in plans, &c., not to be made without the approval of the Local Government Board.

No alterations in the plans, specifications, or estimate is to be made without the approval of the Local Government Board, which approval is to be immediately communicated to the Commissioners of Public Works.

Premises may be insured, and premium recoverable with the annuity.

The Commissioners of Public Works may, if they think fit, insure the premises charged with any such loan against damage by fire, in any sum of money not exceeding the amount of the loan, and the premiums to be recoverable with the annuity payable in respect of such loan.

(ii.) Leases.

ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND, DATED SEPTEMBER 29, 1898, DECLARING THE DAY ON WHICH SECTION 91 OF THE LOCAL GOVERNMENT BOARD IRELAND ACT, 1898,* SHALL COME INTO FORCE.

1898. No. 844.

[This Order is printed under the title "Local Government, Ireland"].

(iii.) Regulations.

GENERAL REGULATIONS OF THE LOCAL GOVERNMENT BOARD FOR IRELAND, DATED FEBRUARY 24, 1899, FOR THE GOVERNMENT OF DISPENSARY DISTRICTS AND FOR THE PERFORMANCE OF VACCINATION, AS AMENDED BY ORDER DATED MARCH 23, 1901.†

1899. No. 225, *as amended by* 1901, No. 284.

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed, and the clerks thereof;

To the Officers of the Dispensary Districts therein ;

And to all others whom it may concern.

Whereas in exercise of the powers vested in them by an Act passed in the fifteenth year of the reign of Her Majesty Queen Victoria, intituled "An Act to provide for the better

* 61 & 62 Vict. c. 37.

† This Order is printed at length in Statutory Rules and Orders, 1901, pp. 57-65.

Distribution, Support, and Management of Medical Charities in Ireland, and to amend an Act of the eleventh year of Her Majesty to provide for the Execution of the Laws for the Relief of the Poor in Ireland,"* the Commissioners for administering the laws for relief of the poor in Ireland, by Orders under their seal, have declared the dispensary districts formed under the said Act, in the several unions named in the schedule annexed to this Order.

And whereas by a general Order dated the 16th day of December, 1853, they did in pursuance of the powers vested in them by the said recited Act, frame and issue certain general rules and regulations for the government of each dispensary district, and for the guidance and control of the guardians, the committee of management, and the several officers to be appointed in connection therewith, respectively, and by certain other general Orders bearing date respectively the 10th day of October, 1862, the 6th day of January, 1863, the 26th day of November, 1864, and the 29th day of November, 1869, they did alter the said general regulations in certain particulars in the said Orders specified.

And whereas by certain other general Orders bearing date respectively the 23rd day of September, 1858, and the 29th day of January, 1864, they did in pursuance of the provisions of an Act passed in the twenty-second year of the reign of Her Majesty, intituled "An Act to make further provision for the practice of Vaccination in Ireland," make and issue certain regulations relating* to vaccination in the several dispensary districts.

And whereas we, the Local Government Board for Ireland, by a general Order bearing date the 3rd day of October, 1879, did make and issue certain regulations relating to vaccination in the several dispensary districts.

And whereas we, the Local Government Board for Ireland, by a general Order bearing date the 3rd day of November, 1885,† did alter, amend and consolidate the general rules and regulations contained in the said recited Orders; and by certain other general Orders, bearing date respectively the 20th day of January, 1888,‡ the 2nd day of August, 1888,§ the 9th day of February, 1892,|| the 7th day of February, 1895,¶ and the 4th day of May, 1896,** we did alter the said general regulations in certain particulars in the said Orders specified.

And whereas by Section 30 of the Local Government (Ireland) Act, 1898,†† it is provided that there shall be trans-

* The Poor Relief (Ireland) Act, 1851 (14 & 15 Vict. c. 68).

† Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 579.

‡ Annulled by Order of February 9, 1892.

§ Annulled by Order of February 7, 1895.

|| Printed in Statutory Rules and Orders, 1892, pp. 678-683.

¶ Printed in Statutory Rules and Orders, 1895, p. 732.

** Printed in Statutory Rules and Orders, 1896, pp. 276-279.

†† 61 & 62 Vict. c. 37.

ferred to the guardians the business of every committee of management of a dispensary district within their union, and those committees shall cease to be appointed.

And whereas we, the Local Government Board for Ireland, therefore deem it necessary and expedient to alter, amend, and consolidate the general rules and regulations contained in the said recited Orders.

Now, therefore, in exercise of the powers vested in us, we do hereby revoke and rescind so much of every Order or general Order heretofore issued by and under the seal of the Commissioners for administering the laws for relief of the poor in Ireland, or under the seal of the Local Government Board for Ireland, to any of the unions named in the schedule hereto annexed, and now in force, as is in any way repugnant to, or at variance with, the rules and regulations herein contained, except so far as the same may have related to the appointment of any of the existing officers, and except as to any other proceeding already taken, or matter or thing already done, under such Order.

And we do hereby order, direct, and declare, with respect to each of the unions named in the said schedule, and each dispensary district formed therein under the said Act, as follows:—

Article 1.—Immediately after each election of guardians in the union, the guardians may appoint a sufficient number of wardens for the electoral divisions of each dispensary district, who, in addition to the guardians of the union and the relieving officers, shall be empowered to issue medical relief tickets. Persons empowered to issue tickets for medical relief shall not delegate that power to others; and such tickets shall not be signed in blank and left to be filled up by other persons.

Article 2.—The clerk of the union shall thereupon make a return in the Form A, No. 1, annexed to this Order, to us the said Local Government Board, of the names and addresses of the guardians, relieving officers, and wardens authorised to issue medical relief tickets in each dispensary district; and in like manner, on any appointment by the board of guardians of a warden to fill any vacancy, the clerk shall make a return to us, in the Form A, No. 2, annexed to this Order, and shall, on their election, send to each guardian a notice in the annexed Form B, No. 1, and shall, on their appointment, send to each warden a notice in the annexed Form B, No. 2.

Article 3.—Immediately upon the completion of the list of guardians, wardens, and relieving officers as aforesaid, the clerk of the union shall furnish each medical officer with a copy thereof, according to the annexed Form C, giving the names and residences of all persons entitled to give tickets for medical relief in his district, that is to say, of the guardians of the union, and of every relieving officer and warden acting

as such for any electoral division included in such district. And the clerk shall in like manner notify, from time to time, any changes, from death or otherwise, of guardians, relieving officers, or wardens, in any districts, to the respective medical officers thereof.

Article 4.—The clerk of the union shall also prepare a notice specifying the persons and their residences to whom application may be made for tickets for medical relief, the situation of the dispensary or dispensary stations in the district, the days and hours of attendance at each, the name and residence of the medical officer, and the compounder of medicine, and the midwife, the days and hours when the medical officer will attend at each of the places within such dispensary district appointed by the guardians for the purpose of vaccination, and such other particulars of the dispensary arrangements as may be necessary to afford due facility for obtaining medical relief and vaccination where requisite. Such notice shall be in the Form N, annexed to this Order; and a copy shall be posted at each dispensary in the district, and at such other places in the district as may be necessary for the due notification of the dispensary arrangements. The clerk shall also cause a notice board, in the Form O, to be kept conspicuously painted and affixed on the exterior of each dispensary in the district, showing the days and hours of attendance of the medical officer, his name and place of residence, and the names and addresses of the compounder of medicine and the midwife.

Article 5.—Whenever any person ceases to be a guardian, or a warden, or a relieving officer, the clerk of the union shall transmit to him a notice in the Form D hereto annexed, apprising him of the cessation of his power to issue tickets for medical relief and requiring him to return to the board of guardians any forms of the tickets for medical relief, which had been issued to him in the medical relief ticket check books (Forms E 1, E 2, and E 3 hereinafter mentioned) and which may not have been used.

Article 6.—The guardians may, from time to time, fill up any vacancies which may occur amongst the wardens of a dispensary district, and may also, from time to time, when found necessary, with the consent of the Local Government Board, add to the number of wardens in any dispensary district.

Article 7.—Any guardian, warden, or relieving officer who has issued a ticket for medical relief shall, on being furnished with additional trustworthy information showing that the sick person for whom the ticket was issued is not a "poor person," within the meaning of the Medical Charities Act, be at liberty, and is hereby empowered to withdraw such ticket, provided always that immediate notification of such with-

drawal is given by him in writing to the medical officer, the board of guardians, and the person on whose behalf the ticket was issued.

In order to enable guardians, wardens, and relieving officers to be in a better position to judge whether an applicant for medical relief is a "poor person," the board of guardians may invite each of their medical officers to furnish in writing a scale of charges for attendance upon persons whose circumstances would not admit of their paying the doctor's usual fees, and a copy of every such scale of fees, if furnished to the board of guardians, shall be supplied by the clerk of the union to each guardian of the union, and to each of the wardens and relieving officers connected with the medical officer's district. Any such scale of fees shall be regarded as operative until withdrawn by the medical officer.

Article 8.—Every question under the Medical Charities Act at any meeting of the guardians shall be determined by a majority of the votes of the members present thereat and voting on the question; and when there shall be an equal number of votes on any question, such question shall be deemed to have been lost. The presiding chairman shall be entitled to give one vote upon each question that may be submitted to the guardians; but he shall not under any circumstances be entitled to give any additional or casting vote.

Article 9.—The board of guardians shall examine and consider any reports made and entered by the medical officer in his report book (Form I), since the last meeting of the guardians, and give the necessary directions thereon and record the same on their minutes. The board of guardians shall, from time to time, as occasion shall arise, receive and consider the medical officer's estimate of the medicines and medical appliances required, and of the quantities thereof remaining on hand; and shall forward the same, or a copy thereof, to the contractor, with a requisition for the articles required, such estimate and requisition may be in the annexed Form M; and shall cause a duplicate copy of the invoice received from the contractor on each occasion to be forwarded to the medical officer to be by him filed and preserved for reference at the dispensary.

Article 10.—At the first ordinary meeting of the guardians in each month, or as soon thereafter as conveniently may be (or more frequently if the guardians so arrange), the following business shall be conducted :—

i. The board of guardians, or a committee of the guardians delegated for the purpose, shall examine the register of persons to whom medical relief shall have been afforded since the last examination of the book; such register to be in the Form F, annexed to this order, and to be duly entered up by the medical officer of the dispensary district and produced for the inspection of the guardians.

Dispensaries :—General Regulations, 1899 :—Arts. 10–13. 15

ii. They may give directions regarding all persons so relieved as aforesaid, in pursuance of their powers under the 9th Section of the said Act of the Fifteenth year of Her Majesty ; and such directions shall be recorded and authenticated in the several columns of the register, in the manner pointed out in the Form F hereunto annexed.

iii. They shall examine the vaccination registers.

iv. They shall examine the copy of the medical officer's return (Form L) laid before them quarterly in pursuance of the direction hereinafter contained.

v. They shall examine at least once in each quarter the accounts of expenses incurred for the several dispensaries, and shall consider especially the expenditure for medicines—having regard to the number of patients under treatment.

vi. They shall make due and adequate arrangements for the speedy conveyance to and from the workhouse of the medical officer's books and records, and shall provide the necessary waterproof boxes or wrappers for the safe transit of such documents.

vii. They shall, on receiving from the medical officer a report in the Form H, cause same to lie on the table of the board-room for a period of twenty-eight days for inspection.

Article 11.—The board of guardians shall from time to time appoint such officers as may be directed by sealed Order of the Local Government Board for the service of each dispensary district ; and shall upon the occurrence of any vacancy, cause the same to be reported to the Local Government Board, and proceed to a new appointment.

Article 12.—No appointment of any dispensary officer directed to be appointed in pursuance of any Order issued under the seal of the Local Government Board, shall be made unless notice that such appointment will be made shall have been given and entered on the guardians' minutes at a meeting one fortnight at least preceding the meeting at which the appointment is to be made, and unless an advertisement giving notice of such appointment shall, by the direction of the guardians, entered on their minutes, be published in some public newspaper circulating in the district at least ten days before the day on which such appointment is to be made.

Article 13.—Every officer to be appointed for a dispensary district in pursuance of any Order under the seal of the Local Government Board shall be appointed by a majority of the guardians present, and voting, at any meeting, in the manner directed in Article 8 ; and every such appointment shall, as soon as the same shall have been made, be reported to the Local Government Board by the clerk of the union, who shall, without delay forward the prescribed query form, duly filled up and signed. A supply of query forms shall be kept in stock by the clerk to enable him to report the appointments of the several dispensary officers.

Medical Officer.

Article 14.—The qualification of every medical officer to be appointed by the guardians for the service of any dispensary district shall be as follows ; that is to say :—

i. He shall have obtained a degree in medicine, or a diploma or licence to practise medicine, from some college or other body that may be authorized to grant a diploma or licence to practise medicine in Great Britain or Ireland, or he shall be a licentiate of the Apothecaries' Hall, Dublin, or of the Society of Apothecaries, London ; and he shall have obtained a diploma in surgery or a licence to practise surgery from some college or other body that may be authorized to grant a diploma or licence to practise surgery in Great Britain or Ireland, and also a certificate from some board or court of examiners, or other body duly authorized to grant the same, of his possessing a competent knowledge of midwifery.

ii. Provided also that the above qualification shall not be necessary in the case of any person holding the office of medical officer of a dispensary district at the date hereof, either in respect of his present appointment or any such future appointment, or in the case of any person who shall at any time previously to his appointment as medical officer of a dispensary district have held office in any union in Ireland, either as medical officer of a dispensary, or medical officer of a workhouse, having been duly qualified for such office at such previous time.

iii. He shall be registered under the Medical Act. If a medical practitioner has been duly registered since the Medical Act of 1886 took effect (i.e., 30th June, 1887), the Local Government Board are prepared to accept such registration as evidence of sufficient professional qualification for the post of medical officer of a dispensary district.

iv. He shall have reached the age of twenty-one years.

v. A woman possessing the requisite professional qualification is eligible for appointment and may hold office as medical officer of a dispensary district, provided she is of the prescribed age.

Article 15.—The duties of every medical officer of a dispensary district shall be as follows ; that is to say :—

i. He shall attend at the dispensary or dispensaries of the district or division of a district under his charge, on such days and at such hours as the Local Government Board may approve or direct, for the purpose of affording medical relief to any poor person applying for the same and presenting a ticket as hereinafter provided, and for the vaccination of all persons who may come to him for the purpose, and shall continue in attendance thereat during the fixed hours and, when necessary, for such further time as may be sufficient to permit of his discharging properly and carefully the duties devolving upon him as medical officer.

ii. He shall duly and punctually attend, either at the dispensary or at the home of the party on whose behalf application is made or elsewhere, as the case may require, and shall give his advice and assistance and supply all necessary medicines, including the use of surgical appliances to every poor person in the district, or a portion thereof, under his charge, whom—by a ticket, signed by a guardian of the union, or by a relieving officer or warden, acting for any electoral division included in such district—he shall be directed to attend as medical officer ; and he shall continue his attendance until such attendance is no longer required, or until the ticket be withdrawn or cancelled. Such tickets shall be in the Form E 1, annexed to this Order, when medical relief is directed to be given at the dispensary, only, and in the Form E 2, annexed to this Order, when medical relief is directed to be given at the home of the patient or elsewhere ; and all such tickets received by the medical officer shall be filed

by him at the dispensary—the number of the case in the register (Form F, annexed to this Order) being marked by him on the face of each ticket, before filing it—and shall be preserved for a period of at least two years. A ticket for medical relief continues in force (a) until it is withdrawn by the issuer or cancelled by the board of guardians in pursuance of Section 9 of the Medical Charities Act, or (b) until the patient ceases to present himself at the dispensary in the case of a ticket in the Form E 1, or (c) until the termination of the case, if the ticket be a visiting ticket in the Form E 2, in which case the medical officer is bound to continue his attendance so long as it is requisite. If any patient, in the opinion of the medical officer, be an unfit object for medical relief he shall forthwith report the circumstances of the case to the issuer of the ticket, and also to the guardians at their next ordinary meeting for their directions; and in respect of cases of cessation of attendance by a patient at the dispensary, the guardians may prescribe a period (of at least a month) for the guidance of the medical officer, during which if a patient ceases to attend, he should be considered as no longer under treatment.

iii. In every case in which application shall be made to him for medical relief, other than vaccination, he shall require to be furnished with a ticket signed by some person authorized to grant it, and shall not afford medicine or medical appliances, except in urgent cases, before the ticket has been presented; when such cases occur, the medical officer may act at once on his own responsibility, but he should require the applicants in such instances to procure tickets and present them as soon afterwards as possible.

iv. He shall give a written certificate under his hand to the board of guardians, or the relieving officer when called upon to do so, of the state of health of any dispensary patient attended by him, and of such patient's fitness or unfitness to be removed to any union hospital, as the case may be.

v. He shall keep and duly enter up the medical relief register according to the Form F, hereunto annexed, and all other registers and records which may from time to time be prescribed by the Local Government Board, and submit the same to the guardians at their first ordinary meeting in each month, or at such other times as the guardians may appoint.

vi. He shall, from time to time, as may be necessary, but not less frequently than once in three months, deliver or forward to the clerk of the union an estimate (in the annexed Form M), of any medicines and medical appliances required.

vii. He shall carefully compare the medicines delivered at the dispensary, with the invoice relating thereto, and he shall preserve a copy of the invoice and submit same to the guardians and to the inspectors of the Local Government Board whenever required. This duty, however, is to be assigned to the compounder of medicine where one is employed.

viii. He shall send periodically to the clerk of the union samples of drugs for transmission to the analyst.

ix. He shall vaccinate, in the prescribed manner, all persons who may come to him for that purpose at the dispensary or dispensaries, and shall do and perform all such other acts and things as may be necessary for the purpose of causing such vaccination to be successfully terminated: and shall attend at such convenient places within each vaccination district formed by the guardians, at the times fixed and approved by them, for the purpose of vaccinating all persons who may come to him or whom he may be requested to vaccinate, being fit subjects for vaccination; and he shall keep and duly enter up a register, in the annexed Form G, of all cases of successful vaccination performed by him as medical officer of the dispensary

district; and submit the same to the guardians at their first ordinary meeting in each month or as soon thereafter as conveniently may be. Provided, however, that in any case where the medical officer of the dispensary district is also the registrar of births and deaths for the district, it shall not be necessary for him to insert in the said vaccination register Form G, any cases which he may have duly entered in the register of vaccination which he is required to keep in pursuance of the 7th Section of the Act 26 & 27 Vict. c. 52, intituled "An Act to further extend, and make compulsory the practice of vaccination in Ireland."

x. He shall inspect every person vaccinated by him on the eighth day after the operation of vaccination has been performed, and also on such other days as may be necessary. The report which he is required by the said Act of the twenty-first and twenty-second years of Her Majesty, to make of all persons successfully vaccinated by him, shall be made by him not less frequently than once in each half-year in the Form H, hereunto annexed, and the register (Form G), referred to therein, shall be open at all seasonable times to inspection by any member of the board of guardians.

xi. He shall forward to the board of guardians on the 31st day of March, 30th day of June, 30th day of September, and 31st day of December in each year, a report in the Form P, hereunto annexed, containing a complete list of the names of all children registered as born in the district, who are over three months of age and who do not appear to have been vaccinated.

xii. The re-vaccination of persons applying for the purpose shall be limited by the following conditions:—

1st. That the marks of the primary vaccination are not, in the opinion of the medical officer, sufficiently numerous, distinct, and typical to afford the necessary protection against small-pox.

2nd. That the person, although well vaccinated primarily, has attained the age of ten years, or, if there be an immediate danger of small-pox, the age of seven years.

3rd. That the person has not before been successfully re-vaccinated.

4th. That there are no circumstances present which would render the operation undesirable.

xiii. He shall submit to the guardians at their first ordinary meeting in each month, or at such other times as the guardians may appoint or as circumstances may render necessary, his report-book (Form I), in which he shall enter the time of his arrival at and departure from the dispensary, or dispensaries, of the district, on each of the days appointed for his attendance thereat, and also any matter which he may deem it necessary to bring under the notice of the guardians, who will take into their consideration any entry which shall have been made therein since the previous examination of the book.

xiv. If there be within his district a bridewell or house of correction which he is required by the 15th Section of the said recited Act of the fifteenth year of the reign of Her Majesty, to attend, he shall submit to the guardians not less frequently than once in each quarter, in the Form K, hereunto annexed, an account of any medicines supplied to prisoners and inmates in such bridewell or house of correction.

xv. He shall forward a return, in the annexed Form L, to the Local Government Board, for each of the quarters ending respectively the 31st day of March, the 30th day of June, the 30th day of September, and the 31st day of December, or for and at such other periods as may be from time to time directed by the Local Government Board; such returns shall be forwarded immediately (or at latest within twenty-one days) after the close of each quarter, or other period for which they are directed to be made and a copy thereof shall be laid before the guardians at their next ordinary meeting.

Dispensaries :—General Regulations, 1899 :—Arts. 15–17. 19

xvi. In the event of the occurrence of cases of any infectious disease in the district under his charge, he shall address a report of the facts to the Local Government Board, so as to enable them to call upon the sanitary authority, without delay, to make such special provision as may be necessary to prevent or mitigate the evil.

xvii. He shall make such returns appertaining to the duties of the office as may be from time to time required by the Local Government Board, or by the board of guardians. He shall preserve the instruments and appliances placed in his custody in good order, and shall also keep a complete list of all instruments provided for dispensary use, and submit the list periodically to the clerk of the union for examination. In the event of his resigning or ceasing to hold office, the instruments specified on such list shall be handed over to the clerk of the union.

xviii. He shall report to the board of guardians or to the Local Government Board, any neglect or failure on the part of the compounder of medicine or the midwife to discharge punctually and properly the duties appertaining to their offices.

xix. He shall reside in a central and convenient place within the dispensary district, unless the Local Government Board, on any exceptional and sufficient grounds, dispense with this condition.

xx. He shall, if so required, discharge the duties of certifying surgeon under Section 71 of the Factory and Workshop Act, 1878, and also perform any other duties imposed on him by Act of Parliament or assigned to him by the Local Government Board.

xxi. He shall transact the duties and business of his dispensary district with due regard not only to efficiency but also to economy.

xxii. He shall occupy the dispensary residence (if any) provided for the dispensary district under the Act 42 & 43 Vict., c. 25, and shall pay such reasonable rent in respect thereof as the board of guardians, with the approval of the Local Government Board, may determine.

Compounder of Medicine.

Article 16.—The qualification of every compounder of medicine to be appointed by the guardians for the service of any dispensary district shall be as follows; that is to say :—

i. He shall have obtained the licence of the Apothecaries Hall, Dublin, or from the Society of Apothecaries, London, or a certificate of competency to compound medical prescriptions from the Pharmaceutical Society of Great Britain or of Ireland.

ii. He shall have reached the age of twenty-one years.

Article 17.—The duties of every compounder of medicine of a dispensary district shall be as follows; that is to say :—

i. He shall attend at the dispensary or dispensaries of the district on such days and at such fixed hours as the Local Government Board may approve or direct, and shall continue in attendance thereat for such time as may be sufficient to permit of his compounding the prescriptions of all the patients attended by the medical officer or medical officers.

ii. He shall further attend at the dispensary at any time and compound the medicines prescribed by the medical officer for any urgent case.

iii. He shall take charge of and keep carefully and safely, as far as lies in his power, all drugs, medicines, and stores provided by the guardians for use in the dispensary.

iv. He shall prepare and dispense skilfully and cautiously all prescriptions drawn up and ordered by the medical officer or medical officers, and shall punctually supply the medicines, when prepared, to the persons authorized to receive them, and shall, when so required by the prescriptions, express in writing, or by printed labels, the proper directions to accompany the medicines.

v. He shall make such pharmaceutical preparations for use in dispensing medicines as he may be required to make from time to time by the medical officer, or medical officers.

vi. He shall keep a record of all prescriptions so compounded and of all medical and surgical appliances issued by him out of stock to dispensary patients, and a suitable book for the purpose shall be provided by the clerk of the union.

vii. He shall prepare, after consultation with the medical officer, and submit for his signature the necessary estimates and requisitions for medicines.

viii. He shall record in a book, to be kept for that purpose at each dispensary, the time of his arrival and departure, and shall submit such book at least once in each month to the medical officer, to be transmitted through him to the guardians for examination.

ix. He shall discharge the duty assigned to the medical officer under Article 15, par. vii. of this Order, and such other duties as from time to time, may be assigned to him by the guardians with the consent of the Local Government Board.

Midwife.

Article 18.—The qualification of every midwife to be appointed by the guardians for the service of any dispensary district shall be as follows; that is to say:—

i. She shall have obtained from some recognised lying-in hospital a certificate as to her proficiency in midwifery.

ii. Provided also that the above qualifications shall not be necessary in the case of any person holding the office of midwife of a dispensary district or a workhouse at the date thereof, either in respect of her present appointment, or any such future appointment, or in the case of any person who shall at any time previously to her appointment as midwife of a dispensary district have held office in any union, either as midwife of a dispensary or midwife of a workhouse, having been qualified for such office at such previous time.

iii. She shall have reached the age of twenty-five years.

Article 19.—The duties of every midwife of a dispensary district shall be as follows; that is to say:—

i. She shall reside in a convenient place in the district, within easy access of the medical officer.

ii. She shall observe and execute all lawful orders and directions of the medical officer applicable to her office.

iii. She shall duly and punctually attend all cases of midwifery in the dispensary district in which medical relief tickets are issued and shall continue in attendance on each patient until her services are no longer necessary.

iv. On the termination of those cases in which the assistance of the medical officer has not been called for, the midwife shall report the result to the medical officer.

Dispensaries :—General Regulations, 1899 :—Arts. 19–21. 21

v. She shall keep a register of all cases attended by her either on the order of the medical officer or on Ticket Form E 3, and a suitable book for the purpose shall be provided by the clerk of the union. This register shall be submitted monthly through the medical officer to the guardians for examination.

vi. The midwife is prohibited, under penalty of dismissal, from accepting a fee for her services from any patient in the dispensary district who has obtained a medical relief visiting ticket, or who is entitled to medical relief under the Act 14 & 15 Vic., cap. 68.

Article 20.—A visiting ticket issued in the form E 2 in a case of midwifery shall cast on the medical officer receiving it a full and undivided responsibility, notwithstanding the fact that a midwife is officially employed in the district. The services of the midwife shall not relieve the medical officer from his responsibility, but are placed at his disposal for the purpose of enabling him to relieve himself from the necessity of attendance in cases of natural labour in which no difficulty exists.

The following course shall be adopted in all cases in which dispensary relief is required by ticket for women in labour.

The ticket may be addressed either to the medical officer or to the midwife, at the option of the patient.

The ticket, if in the Form E 2, shall be presented to the medical officer, who shall register it, and ascertain by visiting the patient that the case is one of natural labour.

If it should appear on such visit that the case is likely to be attended with any difficulty or danger, the medical officer shall take charge of the case himself, and may also requisition the services of the midwife; but if he is satisfied that the case is one of natural labour, it will only be necessary for him to place the midwife in attendance, directing her that should anything out of the course of nature, or dangerous, arise, she is immediately to call for his assistance.

The ticket, if in the Form E 3, shall be presented to the midwife, who shall duly and punctually attend thereon.

If in any case attended upon a ticket (Form E 2 or Form E 3) the midwife finds it necessary to call for the assistance of the medical officer, and should intimate the same to him, he must immediately take charge of the case. Cases of abortion and miscarriage are to be regarded as midwifery cases.

Article 21.—Whenever, in the course of his attendance upon dispensary patients, a case arises which in the opinion of the medical officer necessitates his obtaining the assistance of another medical practitioner, the medical officer may, on his own authority, summon the requisite extra professional assistance, and shall report fully the circumstances to the board of guardians at their next following meeting. If the guardians are not satisfied that the extra assistance was necessary they may, pending the reference of the matter to

the Local Government Board, decline to repay the medical officer the consultant's fee, if the fee has been paid by him, or deduct the amount from the medical officer's salary if the fee has been paid otherwise. The matter shall be forthwith referred to the Local Government Board, whose decision shall be final and binding on all parties. Payments made by the guardians for extra services under this article shall be subject to review by the auditor of the Local Government Board.

Article 22.—If the medical officer be temporarily incapacitated, by illness or other cause, from performing his duties, he shall immediately communicate with the relieving officer of the district, and shall, if possible, recommend a medical practitioner qualified as provided in Article 14 of this Order, to perform his duties during such temporary incapacity; and the relieving officer shall thereupon make the necessary arrangements for the discharge of the duties of medical officer pending the meeting of the board of guardians to whom he shall report the circumstances of the case and the name of the temporary substitute employed; and if the necessity still exists the board of guardians shall either continue such employment or make such other arrangements as they shall deem fit for the discharge of the medical officer's duties during his temporary incapacity; and for the time during which such temporary substitute shall act as medical officer, he shall perform all the duties of the medical officer, and shall duly enter up the books of the dispensary for such time before any remuneration that may be agreed upon and sanctioned by the Local Government Board be paid to him. The services of a medical practitioner, who would reside in the dispensary district while acting as temporary medical officer should be secured whenever practicable.

Article 23.—The board of guardians shall pay to the medical practitioner employed temporarily to discharge the duties of the medical officer, as aforesaid, such reasonable remuneration for his services as the Local Government Board shall approve or direct. The guardians shall, with the approval of the Local Government Board, adopt a scale of fees to be allowed for extra professional assistance rendered in the day time and at night, and a copy of such scale shall be furnished to each medical officer of the union.

Article 24.—The board of guardians shall not make any deduction from the salary of the medical officer in respect of any payment made by them under Article 23 of this Order, unless with the Local Government Board's approval had and obtained.

Article 25.—In case of the death or resignation of a medical officer, provision shall, in like manner as provided in Article 22, be made by the relieving officer and the guardians for the performance of the duties of medical officer by a person duly qualified in accordance with Article 14, until the

appointment of a medical officer shall have been duly made, in accordance with Articles 12 and 13 of this Order.

Article 26.—Sick leave granted by the board of guardians, with the approval of the Local Government Board, to a medical officer, shall be subject to the following general conditions :—

- (i.) Continuous sick leave on full salary shall not be granted for any period longer than six months. At the expiration of such six months, if the officer is still unfit for duty, he may be allowed salary at not more than half the ordinary rate, and that for a further period not exceeding six months. After twelve months' continuous sick leave no officer shall be paid any salary, but he may, in special circumstances, with the consent of the Local Government Board, be permitted to retain his position without salary for a further period not exceeding six months, upon the expiration of which time, if unable to resume duty, he shall submit his resignation to the guardians.
- (ii.) Cases of repeated, but not continuous, sick leave amounting in the aggregate to upwards of twelve months during any period of eighteen months shall be reported specially to the Local Government Board, who shall decide what, if any, payment should be made in respect of salary during sick leave.
- (iii.) Prolonged sick leave, allowed under the conditions specified in paragraphs (i.) and (ii.) above, shall only be granted in a case where a reasonable hope is entertained of the officer's being able to resume the discharge of his duties.

Board of Guardians.

Article 27.—The board of guardians shall pay to each paid officer, or temporary medical officer, duly authorised and appointed for the service of a dispensary district, such salary or remuneration as the Local Government Board may from time to time approve or direct. The sum due to each medical officer for vaccination or re-vaccination shall be payable by the board of guardians on the expiration of twenty-eight days from the receipt by them of the report of the numbers vaccinated.

Article 28.—The salary of each paid officer duly appointed for the service of a dispensary district shall be payable by the board of guardians quarterly (that is to say, to the 31st March, 30th June, 30th September, and 31st December, respectively, in each year), and proportionately for any part of a quarter for which he may have acted; and his salary

shall be payable up to the day on which he ceases to hold his office or employment, and no longer, but no officer having been suspended by the board of guardians in pursuance of Article 34, and who shall, without the previous removal of such suspension, be dismissed by the Local Government Board, shall be entitled to any salary from the date of such suspension. Each medical officer shall be allowed an annual vacation, not exceeding four weeks, and the guardians shall pay to the medical practitioner employed temporarily to discharge the duties of the medical officer for that period, such reasonable remuneration for his services as the Local Government Board shall approve or direct. The medical officer shall not relinquish the discharge of his duties until he submits an application to the guardians nominating a duly qualified practitioner who undertakes to perform the duties of temporary medical officer at a rate of remuneration to be stated, and until the Local Government Board express their approval of the arrangement made,

Article 29.—Every officer appointed to or holding any office under the Act, 14 & 15 Vic., cap. 68, shall, subject to the provisions of Article 34 of this Order, continue to hold the same until he die, or resign, or be removed by the Local Government Board, or be proved to be insane by evidence which the Local Government Board shall deem sufficient.

Article 30.—The board of guardians shall take care that the premises provided by them in pursuance of the 8th section of the said recited Act of the fifteenth year of Her Majesty shall be maintained in good order and condition, and that full and adequate provision is made for having fires regularly maintained in them during such periods of the year, and on such days of the week as the medical officer may consider necessary for the proper preservation of the medicines and the comfort of the patients.

Article 31.—The board of guardians shall from time to time as may be necessary, cause to be provided a sufficient supply of books, stationery, and forms prescribed by this or any other Order under the seal of the Local Government Board, and all other requisites, for the use of each medical officer: and shall also cause a sufficient number of check-books of medical relief tickets, according to the annexed forms E 1, E 2, and E 3, to be provided, and cause a sufficient supply of such check books to be furnished to each guardian of the union, and to each relieving officer and warden therein.

Article 32.—The poisonous medicines shall be kept under lock and key, separate from the other medicines, and the medical officer, or the compounder (if employed), shall retain and be responsible for the possession of the key of the poison press.

Article 33.—Immediately after the completion of each half-year, the board of guardians shall cause their clerk to furnish

Dispensaries :—General Regulations, 1899 :—Arts. 33, 35. 25

to the medical officer of each dispensary district a statement of all items of expenses incurred for the district which shall have been included in the half-year's accounts : and such statement shall be made in such form as may be directed or approved by the Local Government Board, and shall be filed for reference at the dispensary.

Article 34.—The board of guardians may at their discretion, on sufficient grounds, suspend from duty any officer appointed to or holding any office under the Act 14 & 15 Vic., cap. 68, and shall forthwith report such suspension, together with the cause thereof, to the Local Government Board ; and if the Local Government Board shall remove the suspension, such officer shall remain and discharge the duties appertaining to the office ; but if the Local Government Board, after due inquiry, decide not to remove the suspension, the Local Government Board may dismiss such officer.

Article 35.*—In making contracts for the supply of drugs, medicines, and medical and surgical appliances for the use of a dispensary in any union in Ireland, the board of guardians of such union shall adopt and make use only of the form of contract hereinafter set forth : and the person or persons so contracting shall be required to enter, with two sureties who may be approved by the board of guardians, into a bond, according to the form of bond annexed to the said form of contract, in such penal sum as the board of guardians shall think fit, conditioned for the due performance of the contract. The clerk of the union shall see that the bond is duly executed and shall record the fact on the minutes of proceedings of the guardians for the information of the Local Government Board.

*Form of contract and bond for supplies of medicines, to be delivered from
the day of to the day of*

MEMORANDUM OF AGREEMENT made the day of One
Thousand Nine Hundred and BETWEEN of the
one part, and the GUARDIANS OF THE POOR OF THE UNION, of
the other part.

It is hereby agreed by and between the said parties hereto, and the said do , in consideration of the payments to be made to as hereinafter mentioned, hereby contract with the guardians of the poor of the UNION, that the said shall from the day of until the day of next, inclusive (which period is hereinafter referred to as "the said term"), supply and deliver, free of all expense of carriage or delivery, at such place or places in the said UNION, at such times, and in such manner as the said guardians, or their clerk, or other officer of the said UNION duly authorized by them, shall from time to time direct, such of the articles enumerated in the

* The present Article 35 was substituted for the previous Article 35 by the Order of 1901.

Local Government Board's prescribed list of medicines, and such other drugs and medicines as shall be from time to time required by the said guardians, in such quantities as shall from time to time be required by the said guardians—the articles enumerated in the said prescribed list to be supplied or delivered at such rates or prices as in the said list are set forth, and such other drugs and medicines not included in the said list to be supplied and delivered at the current wholesale prices of such other drugs and medicines: subject, nevertheless, in every case to the provisions as to abatement hereinafter contained, and provided that all such articles, drugs, and medicines as are measured by weight shall be measured by avoirdupois weight.

And they, the said guardians of the poor of the UNION aforesaid, hereby do agree that in case the said shall well and truly serve, supply, and deliver the articles aforesaid, and such other drugs and medicines as aforesaid, upon the terms and in manner aforesaid, according to this agreement, they the said guardians of the poor of the UNION, shall pay the said within days after each and every such delivery during the said term, at the rates and prices aforesaid for such quantity of the said articles and such other drugs and medicines as shall have been ordered, served, supplied, and delivered during the said term, and of which a bill of particulars shall have been sent with and at the time of the delivery of the said articles and such other drugs and medicines. PROVIDED ALWAYS, and it is hereby expressly declared and agreed, and particularly by and on the part of the said that, in the case of every payment agreed to be made to the said as aforesaid, they, the said guardians of the poor of the UNION, shall be entitled to have and make an abatement or deduction therefrom at and after the rate of per centum on the total amount set forth in the said bill of particulars as the amount payable in respect of the said articles at the rates or prices set forth in the said prescribed list. . Provided further, and it is hereby further expressly declared and agreed, and particularly by and on the part of the said that in case any such article or articles as shall or may from time to time be supplied or delivered under the provisions hereof, shall not be considered by the said guardians or by the medical officer of the workhouse, or of a dispensary district, in every respect of good quality, and of the quality and sort contracted for, or in case any drugs or medicines shall not be in exact conformity with the standards and formularies of the latest edition of the British Pharmacopœia, then, and in every such case, such questionable article or articles, drugs or medicines, or a sample or samples thereof, shall be submitted and referred to the analyst of the county or borough in which the workhouse or dispensary is situated, or to such other analyst as the Local Government Board for Ireland may direct, whose decision in relation thereto it is hereby agreed shall be final and conclusive upon the parties hereto respectively. And it is hereby further expressly agreed, and particularly by and on the part of the said that in case such articles, or such other drugs and medicines, as are hereby contracted for, or any of them, shall not be duly served, supplied, and delivered by the said when and as directed by the said guardians, or their clerk, or other officer duly authorized by them, or in case such articles, or such other drugs and medicines, or any of them, shall or may be found and decided by such analyst as aforesaid not to be in every respect of good quality, or not to be of the quality and sort contracted for, or not to be in exact conformity with the standards and formularies of the latest edition of the British Pharmacopœia, or in case such articles, or such other drugs and medicines, or any of them, shall be deficient in the weight, size, measure, or quantity stated and charged for in such bill of particulars, or if the same shall be delivered without such bill of particulars, they, the said guardians, or their clerk, or other officer so authorized by them, shall be at liberty to return the same at the expense of the said , or give notice for the same to be sent for and fetched away by the said and that in every such case the said guardians, or their clerk, or other officer so authorized by them, as aforesaid, may purchase a fresh supply of such articles, or of such other

articles in lieu thereof, or of such other drugs and medicines, as the said guardians, or their clerk, or other officer so authorized as aforesaid, shall think fit, or employ any other person or persons to furnish a fresh supply of such first-mentioned articles or of such other articles in lieu thereof, or of such other drugs and medicines, as aforesaid, in such a manner as may be required during the said term, or any part of such term in the place of the said

And it is hereby further agreed that in case such first-mentioned articles, and such other drugs and medicines, shall not be duly served, supplied, and delivered in such quantities as shall from time to time be required by the said guardians, then and in every such case, and as often as it shall so happen, the said guardians, or their clerk, or other officer so authorized as aforesaid, may purchase from any person or persons other than the said

such a supply of the said first-mentioned articles, and drugs and medicines, as shall be necessary to complete the quantity required, or to purchase and provide such quantity or quantities of any other articles, drugs, and medicines, directed by the said guardians to be used instead of the said first-mentioned articles, and drugs and medicines, as shall be considered necessary by the said guardians to supply such deficiency, and that in any and every of such cases the said

shall bear and make good all charges and expenses of such articles so to be provided, over and above the price or sum which would have been payable to the said

under this agreement in respect of the said articles, drugs, and medicines, if they had been duly served, supplied, and delivered by the said

And also that the said guardians of the poor of the union may retain and apply any sum of money which may be due to the said

under and by virtue of this agreement, at the time of any failure in the performance hereof, to the payment of such charges and expenses as the said guardians may incur or be put to by reason thereof. And that, notwithstanding the agreement hereinbefore contained for making good the articles, drugs and medicines which shall not be served, supplied, and delivered according to the terms hereinbefore agreed on and in pursuance of this contract, the said guardians of the

union may put in suit the bond to be given for the performance of this contract, of even date herewith, against the said and sureties, or either of them.

And it is hereby further agreed that it shall be lawful for the said guardians, on the direction or with the consent of the Local Government Board for Ireland, at any time during the said term to terminate this agreement by giving days' notice in writing of the termination of the agreement, such notice to be delivered to the said

or left at usual place of abode or of carrying on business, and, such notice having been so left or delivered, this present contract or agreement shall in all respects cease and determine on the expiration of the period named in such notice, anything herein contained to the contrary thereof in anywise notwithstanding.

And it is hereby further agreed by and between the parties hereto in manner following, that is to say, the said do hereby agree with the said guardians to supply free of charge, save as hereinafter provided, all packages, hampers, jars, bottles, and other vessels in which drugs and medicines are contained, and to take back such packages, hampers, jars, bottles, and vessels, when empty, and pay all reasonable packing and transit expenses incurred in respect of the return of such empties, and to take all risk of breakage in transit, and they, the said guardians, hereby agree with the said to pay the said for all such packages, hampers, jars, bottles, and other vessels as aforesaid as are not returned by the said guardians to the said within six months from the date at which the same containing drugs or medicines shall have been delivered to the said guardians, such payment to be made in accordance with the list of prices submitted with tender by the said

As witness the seal of the said guardians of the poor of the union, and the hand of the said the day and year first hereinbefore written.

[Bond.]

Know all men by these presents, that we are jointly and severally held and firmly bound to the guardians of the poor of the union in the sum of of good and lawful money of the United Kingdom of Great Britain and Ireland, to be paid to the said guardians of the poor of the union, or their certain attorney, successors, or assigns, for which payment to be well and faithfully made, we bind ourselves jointly, and each of us bindeth himself severally, our and each and every of our heirs, executors, and administrators, and every of them, firmly by these presents. Sealed with our seals, and dated this day of in the year of our Lord One thousand nine hundred and

Whereas, by a certain contract or agreement, bearing even date with this obligation, and made between the above-bounded of the one part, and the aboved-named guardians of the poor of the union, of the other part, the said ha contracted with the said guardians of the poor of the union aforesaid, to serve, supply, and deliver, free of all expense, at in the said union, from the day of to the day of then next inclusive, such quantity of the several articles, drugs, and medicines therein specified as shall be required, of such quality, at such times, and after the rate and price and subject to the terms, provisions, and stipulations, as in the said contract or agreement are particularly mentioned and set forth, and as on reference thereto will more fully appear.

Now the condition of this obligation is such, that if the above-bounded executors or administrators, do and shall well and truly perform, fulfil, and keep all and every the covenants, clauses, provisoes, terms, and stipulations, in the said recited contract or agreement mentioned or contained, and on and their part to be observed, performed, fulfilled, and kept according to the true purport, intent, and meaning thereof, then this bond or obligation shall be void, or else shall be and remain in full force and virtue.

Signed, sealed, and delivered by the	}	[Seal.]
above bounden		[Seal.]
in presence of		[Seal.]

*Form of Contract and Bond for Supplies of Medical and Surgical Appliances,
to be delivered from the day of to the
day of .*

Memorandum of Agreement, made the day of One thousand nine hundred and between of the one part, and the Guardians of the Poor of the union of the other part.

It is hereby agreed by and between the parties hereto and the said do in consideration of the payments to be made to as hereinafter mentioned, hereby contract with the guardians of the poor of the union, that the said shall from the day of until the day of next, inclusive (which period is hereinafter referred to as "the said term"), supply and deliver, free of all expense of carriage or delivery at such place or places in the said union, at such times, and in such manner as the said guardians, or their clerk or other officer of the said

union duly authorized by them, shall from time to time direct, the articles enumerated in the Local Government Board's prescribed list of medical and surgical appliances, in such quantities as shall from time to time be required by the said guardians—the same to be delivered at such rates or prices as in the said lists are set forth : subject, nevertheless, to the provisions as to abatement hereinafter contained.

And they, the said guardians of the poor of the union aforesaid, do hereby agree that in case the said shall well and truly serve, supply, and deliver the articles aforesaid, upon the terms and in manner aforesaid, according to this agreement, they, the said guardians of the poor of the union, shall pay the said within days after each and every such delivery during the said term, at the rates and prices aforesaid, for such quantity of the said articles as shall have been ordered, served, supplied, and delivered, during the said term, and of which a bill of particulars shall have been sent with and at the time of delivery of the said articles. Provided always, and it is hereby expressly declared and agreed, and particularly by and on the part of the said that in the case of every payment agreed to be made to the said as aforesaid they, the said guardians of the poor of the union shall be entitled to have and make an abatement or deduction therefrom at and after the rate of per centum on the total amount set forth in the said bill of particulars as the amount payable at the rates or prices set forth in the said prescribed list. Provided further, and it is hereby expressly declared and agreed, and particularly by and on the part of the said that in case any such article or articles as shall or may from time to time be supplied or delivered under the provisions hereof, shall not be considered by the said guardians or by the medical officer of the workhouse, or of a dispensary district, in every respect of good quality, and of the quality and sort contracted for, or in case such article or articles or any of them, shall be deficient in weight, size, measure, or quantity stated and charged for in such bill of particulars, or if the same shall be delivered without such bill of particulars, they, the said guardians, or their clerk, or other officer so authorized by them, shall be at liberty to return the same at the expense of the said or give notice for the same to be sent for and fetched away by the said ; and that in every such case the said guardians, or their clerk, or other officer so authorised by them, as aforesaid, may purchase a fresh supply of such articles, or of such other articles in lieu thereof, as the said guardians, or their clerk, or other officer so authorized as aforesaid shall think fit, or employ any other person or persons to furnish a fresh supply of such first-mentioned articles or of such other articles in lieu thereof, as aforesaid, in such manner as may be required during the said term, or any part of such term in the place of the said . And it is hereby further agreed that in case such first-mentioned articles shall not be duly served, supplied, and delivered in such quantities as shall from time to time be required by the said guardians, then and in every such case, and as often as it shall so happen, the said guardians, or their clerk, or other officer so authorised as aforesaid, may purchase from any person or persons other than the said such a supply of the said first-mentioned articles as shall be necessary to complete the quantity required, or to purchase and provide such quantity or quantities of any other article or articles, directed by the said guardians to be used instead of the first-mentioned articles, as shall be considered necessary by the said guardians to supply such deficiency, and that in any and every such cases the said shall bear and make good all charges and expenses of such articles so to be provided, over and above the price or sum which would have been payable under this agreement to the said in respect of the said articles if they had been duly served, supplied, and delivered by the said And also that the said guardians of the poor of the union may retain and apply any sum of money which may be due to the said under and by virtue of this agreement, at the time of any failure in the performance hereof, to the payment of such charges and expenses as the

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Article 36.*—(i.) The Local Government Board will publish, at the commencement of each year—

- (a) A form of tender containing a list of authorized drugs and other requisites, together with a statement of the price specified for each article therein mentioned ;
- (b) A form of tender containing a list of medical and surgical appliances and requisites together with a statement of the price specified for each article therein mentioned ;

and the said forms, lists, and prices are in this Order referred to respectively as the prescribed forms, the prescribed lists, and the prescribed prices

(ii.) Every tender shall be in such one of the prescribed forms as is applicable to the case, and persons tendering shall state in the space provided therefor the percentage of abatement which they will be prepared to give from the gross cost of the articles purchased during the year, calculated at the prescribed prices.

(iii.) Recoupment from the Local Taxation (Ireland) Account will only be allowed upon drugs and other articles contained in the prescribed list.

(iv.) Recoupment from the Local Taxation (Ireland) Account will only be allowed where the contractors for the supply of medicines, or of medical and surgical appliances, are either recognised manufacturers or recognised dealers who keep in stock a full assortment of the articles on the prescribed list to which the contract in each case refers.

(v.) Recoupment will not be sanctioned until the guardians obtain a certificate from the county or other analyst recognised by the Local Government Board that he has examined samples of drugs for the workhouse and the various dispensaries of the union. When there has been any departure from the required standard, special attention must be called to the fact in the certificate.

(vi.) In the event of the guardians, after warning by the Local Government Board, retaining the services of a contractor who has been shown to have supplied drugs or other articles not of the required standard, or medical or surgical appliances not of good quality, the Local Government Board may refuse to recoup any portion of the expenditure incurred for medicines or medical or surgical appliances supplied by such contractor.

* The present Article 36 was substituted for the previous Article 36 by the Order of 1901.

(vii.) Where the Local Government Board, after due inquiry, are of opinion that the expenditure for medicines or medical or surgical appliances in any workhouse or dispensary is excessive, having regard to the nature of the cases and the number of persons treated, they may refuse recoupment upon any portion of the expenditure which has been declared by them to be excessive.

(viii.) Contracts for medicines and medical and surgical appliances shall be entered into annually, from 1st of April in each year to the 31st of March in the following year, and a copy of the accepted tender shall be furnished without delay (or at latest within fourteen days) by the clerk of the union to each medical officer for his information and guidance in ordering supplies.

Schedule.

Names of Unions to which this Order applies.

[Here follow the names of the then existing unions, certain of which have been merged or otherwise altered. The Order now applies to the whole of the unions in Ireland, a list of which is printed at p. 7 above.]

Dispensaries :—General Regulations, 1899 :—Form A. 33

FORMS REFERRED TO IN THIS ORDER.

FORM A, No. 1.

Union.

Dispensary District.

**Return of Guardians of the Union, Wardens, and Relieving Officers
authorised to issue Medical Relief Tickets in the above-named Union
and Dispensary District.**

Name of Dispensary District.	Guardians.			Wardens elected by the Board of Guardians and Relieving Officer or Officers acting for any Electoral Division within the Dispensary District		
	Name.	Residence.	Name of the Electoral Division in which Residence is situated.	Name.	Residence.	Name of the Electoral Division in which Residence is situated.

Signature,

Clerk of

Union.

Date,

of

, 18 .

FORM A, No. 2.

Union,

Dispensary District.

Return of [Guardian or Warden] to supply a vacancy in the list of persons authorised to issue medical relief tickets in the above-named dispensary district.

Name of Guardian.	Name of Warden.	Residences (stating also the Name of the Electoral Division in which it is situated).

Signature,

Clerk of

Union.

Date,

of

, 18 .

FORM B, No. 1.

Notice to be given by the Clerk of the Union to each Guardian of the Union after election.

Union.

SIR,—Notice is hereby given to you that in pursuance of the powers conferred by your office as guardian you are authorised to issue medical relief tickets in every dispensary district of the union.

Check books containing tickets for medical relief, in the prescribed forms are enclosed herewith ; [or if the person has been previously appointed and supplied, can be obtained from me from time to time when those already issued to you have been used.]

Signed this

day of

, 18 .

Clerk of

Union.

To

, of

FORM B, No. 2.

Notice to be given to any Warden on his election by the Board of Guardians.

Union.

Dispensary district.

SIR,—Notice is hereby given to you that you have been elected by the board of guardians of the union to be a warden, and you are, therefore, authorised to issue medical relief tickets.

Check books containing tickets for medical relief, in the prescribed forms are enclosed herewith ; [or if the person has been already supplied, can be obtained from me from time to time when those already issued to you have been used.]

Signed this

day

of, 18 .

Clerk of

Union.

To

of

Dispensaries :—General Regulations, 1899 :—Forms C, D. 35

FORM C.

Union. Dispensary district.
List of Guardians of the Union, and of the Relieving Officers and Wardens acting for each Electoral Division included in such district, and authorised to issue medical relief tickets.

Guardians of Union.		Relieving Officers acting for any Electoral Division in the District.		Wardens acting for any Electoral Division in the District.	
Name.	Residence.	Name.	Residence.	Name.	Residence.

Signature, Clerk of Union.

Date, of 18

To Medical Officer
of Dispensary district.

FORM D.

Notice to be transmitted by Clerk of Union to a Guardian of the Union, or Warden, on the expiration of his term of office, in case he be not re-elected.

Union. Dispensary district.
of 18

SIR,—I am directed by the board of guardians of the—union to apprise you that the period for which you were appointed a [guardian or warden, *as case may be*], having expired, your power to issue tickets for medical relief in that district, in pursuance of the provisions of the Medical Charities Act, has ceased : and the medical officer of the district is not authorised by the Act to afford medical relief upon any tickets hereafter issued by you, unless and until you shall be re-appointed. And you are requested to be good enough to return to the board of guardians, for the use of the person authorised to issue such tickets, any blank forms of medical relief tickets in the check books, Forms E 1, E 2, and E 3, which now remain in your hands unused.

To By order of the Board of Guardians,
Clerk of Union.

Notice to be transmitted by Clerk of Union to a Relieving Officer on the expiration of his term of office.

Union. Dispensary district,
of 18

SIR,—I am directed by the board of guardians of the—union to apprise you that your power to issue tickets for medical relief in the—dispensary district, in pursuance of the provisions of the Medical Charities Act, has ceased ; and the medical officer of the district is not authorised by the Act to afford medical relief upon any tickets hereafter issued by you. And you are requested to be good enough to return to the board of guardians for the use of the persons authorised to issue such tickets, any blank forms of medical relief tickets in the check books, Forms E 1, E 2, and E 3, which now remain in your hands unused.

To By order of the Board of Guardians,
Clerk of Union.

FORMS E 1, 2, and 3.—MEDICAL RELIEF TICKET CHECK BOOKS.

FORM E 1.

TICKET FOR ATTENDANCE AT DISPENSARY.

To Dr. _____, Medical Officer of
Dispensary District in _____ Union

SIR, You are hereby directed to afford Medical Advice and
any necessary Medicine to _____, aged _____,
residing at _____, in the above Dispensary District, who
is by occupation a _____

Dated this _____ day of _____ 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

FORM E 1.

TICKET FOR ATTENDANCE AT DISPENSARY.

To Dr. _____, Medical Officer of
Dispensary District in _____ Union

SIR, You are hereby directed to afford Medical Advice and
any necessary Medicine to _____, aged _____,
residing at _____, in the above Dispensary District, who
is by occupation a _____

Dated this _____ day of _____ 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

Number on Register _____

FORM E 2.

TICKET FOR ATTENDANCE AT THE PATIENT'S HOME.

To Dr. _____, Medical Officer of
Dispensary District in _____ Union

SIR,

You are hereby directed to visit and afford Medical
Advice and any necessary Medicine to
aged _____, residing at _____, in the above Dispensary
District, who is by occupation a _____

Dated this _____ day of _____ 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

FORM E 2.

TICKET FOR ATTENDANCE AT THE PATIENT'S HOME.

To Dr. _____, Medical Officer of
Dispensary District in _____ Union

SIR,

You are hereby directed to visit and afford Medical
Advice and any necessary Medicine to
aged _____, residing at _____, in the above Dispensary
District, who is by occupation a _____

Dated this _____ day of _____ 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

[SEE THE BACK OF THIS TICKET FOR INSTRUCTIONS AS TO
PRESENTING IT.]

Number on Register ———

FORM E 3.

TICKET FOR ATTENDANCE OF MIDWIFE AT THE
PATIENT'S HOME.

To Midwife of
Dispensary District, in Union.

MADAM, You are hereby directed to visit at once
residing at
in the above Dispensary District, who is by occupation
a and afford her the necessary
attendance and nursing.

Dated this day of 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

FORM E 3.

TICKET FOR ATTENDANCE OF MIDWIFE AT THE
PATIENT'S HOME.

To Midwife of
Dispensary District, in Union

MADAM, You are hereby directed to visit at once
residing at
in the above Dispensary District, who is by occupation
a , and afford her the necessary
attendance and nursing.

Dated this day of 1 .

(Signed)

*Guardian, Relieving Officer, or
Warden, as the case may be.*

Number on Register —

Directions for Printing Medical Relief Tickets.

Blank tickets for medical relief are to be printed in the Forms E 1 and E 2 in counterparts, and bound up in books : and the name of the medical officer, and of the dispensary district and union can be printed in the tickets for each district, so as to reduce, as far as possible, the number of particulars to be written by the person filling up and issuing the tickets.

Form E 1, which is the form of ticket to be issued for medical relief to be given on the party *attending at the dispensary*, is to be printed in *black* ink. Form E 2, which is the form of ticket to be issued where it is necessary that the medical officer should *visit the patient at his home*, is, for the sake of distinction and convenience, to be printed in *red* ink.

On the back of the ticket, Form E 1, the following memorandum is to be printed :—"A guardian, warden, or relieving officer, before issuing a ticket shall exercise due diligence in ascertaining whether the applicant is a 'poor person' and entitled to gratuitous medical relief."

On the back of the ticket, Form E 2, the following memorandum is to be printed :—"This ticket may be presented to the medical officer at the dispensary, within the hours of his attendance there ; or may be presented to him, or left for him, at his residence ; or may be presented to him personally anywhere. The ticket should be presented as soon after it has been obtained as practicable, with such information as can be given regarding the nature of the case. A guardian, warden, or relieving officer, before issuing a ticket shall exercise due diligence in ascertaining whether the applicant is a 'poor person' and entitled to gratuitous medical relief."

Tickets, Form E 3, are to be printed also in counterparts in *purple* ink and bound in books, and are to be used when the patient applies for the services of the midwife.

On the back of the ticket, Form E 3, the following memorandum is to be printed :—"The result of the case is to be recorded by the midwife hereon and the ticket given by her to the medical officer for registration."

"Signature,

"Date

"

Directions for filling up Medical Relief Tickets :—(*to be printed on the first leaf of each check book*).

The ticket and counterpart are both to be filled up by the person authorised to issue the ticket ; one part to be retained by the person issuing the ticket and the other to be detached from the book and given to the applicant, for presentation to the medical officer, or midwife, as the case may be.

Care should be taken in the issue of the tickets accordingly ; and tickets should be issued to the medical officer in the Form E 2, for visiting at the residence of the applicant, *in cases of necessity only*, and with all available information as to the nature of the case.

The ticket is to be issued for the dispensary district *in which the applicant is resident at the time* ; and care should be taken to fill up the ticket and apprise the applicant accordingly, as the medical officer of each dispensary district is only bound to attend "any poor person *resident there-in*," and similarly the midwife.

The Christian name and surname of the applicant should be inserted in the ticket in full; and such description of his place of abode (as, name of townland, and where necessary the parish also; or in the case of cities and towns, the street, place, or row, &c., and number of house), should be given as will be sufficient for identification and for registration; and with this view, the age and occupation of the applicant should also be stated wherever practicable. Any further observation which the grantor of the ticket may desire to make should be written on the front of the ticket.

A guardian, warden, or relieving officer, before issuing a ticket shall exercise due diligence in ascertaining whether the applicant is a poor person, and entitled to gratuitous medical relief.

FORM F.

MEDICAL RELIEF REGISTER.

Dispensary District, in the

Union.

[illegible]

Directions for filling up the Medical Relief Register :—(to be printed at the beginning of each book).

Column 1.—The series of numbers is to run from the beginning to the end of the year; and a fresh series is to be commenced on the 1st January in each year, beginning with the *first new case* on or after that day. The same patient is not to have a second number, except in the event of a second or subsequent illness, or in the case of a dispensary ticket of absence from the dispensary for a period of one month, in which event he should, on presentation of a fresh ticket, be registered again with a fresh number, as a new case, reference being also made, in the column for observations, to his previous number.

Column 2.—The date on which the ticket is presented to the medical officer is to be inserted in column 2.

Columns 3, 4, 5, and 6.—The Christian name and surname of the patient are to be inserted in full in column 3; the residence of the patient in column 4; the age of the patient, as well as can be ascertained, in column 5; and the disease for which the patient is treated in column 6.

FORM H.

FORM of REPORT of the MEDICAL OFFICER in pursuance of Section 3 of the Act 21 & 22 Vict. c. 64, of the NUMBER of PERSONS SUCCESSFULLY VACCINATED by him.

Union.

Dispensary District.

I hereby certify that I have, between the dates and , successfully vaccinated at the dispensary and vaccination stations, persons ; that I have in each case performed the operation in the manner prescribed by the Local Government Board, and that I duly inspected the result of the vaccination at the times required by the Regulations of the Local Government Board, and that I have entered all the required particulars in the Vaccination Register.

(Signature)

Medical Officer of

Dispensary District.

Date

, 1 .

FORM I.

MEDICAL OFFICER'S REPORT BOOK.

Union.

Dispensary District.

Date.	Time of Arrival at the Dispensary.	Time of Departure from the Dispensary.	Report on any Matter requiring Attention from the Guardians.

FORM K.

BRIDEWELL ACCOUNT.

Union.

Dispensary District.

Medical Officer's Account of Medicines supplied to prisoners and inmates in Bridewell [or House of Correction as the case may be], in the above Dispensary District, under Section 15 of 14 & 15 Vict. c. 68.

Number of Prisoners and Inmates attended by Medical Officer of Dispensary.				Medicines Supplied.	Quantities thereof.	Date of Supply of Medicines.
Dates of Medical Officer's Attendance	Males.	Females.	Total.			
Column 1.	2.	3.	4.	5.	6.	7.

FORM L.

MEDICAL OFFICER'S RETURN.

14 & 15 Vict., c. 68.

Union.

Dispensary District.

NOTE.—The dates to which this Return is to be made up are the 31st March, 30th June, 30th September, and 31st December, respectively. The Return should be forwarded to the Local Government Board as soon as possible after those dates (or at latest within twenty-one days), and a copy is to be laid before the Guardians at their next meeting.

Medical Officer's Return for the quarter ended.

, 1 .

Number of New Cases Attended and Registered during the above period.			No. of Tickets cancelled by the Guardians during the above period, under § 9 of 14 & 15 Vic., c. 68.	No. of Persons Vaccinated during the above period by you as Dispensary Medical Officer.	No. of Persons Re-vaccinated.	No. of Cases of Dangerous Lunatics Certified.	No. of New Cases during the above period, attended in Bridewell or House of Correction, under 14 & 15 Vic., c. 68, § 15 (if any in District)		Scarlatina.	Small Pox.	Enteric Fever.	Typhus Fever.	Diphtheria.	Any other Disease prevalent, stating Name of Disease and Number of Cases.
On Dispensary Tickets (Form B 1).	On Visiting Tickets (Form B 2).	Total.												
								1st month						
								2nd do.						
								3rd do.						
Col. 1	2.	3.	4.	5.	6.	7.	8.	Total						
								Date of last Case,						

Number of Medical Officers for the District? -

Number of Dispensary Stations for the District? -

Dispensary Days and Hours of Attendance at each Dispensary Station in the District? -

MEDICAL CHARITIES.

QUESTIONS to be answered by the MEDICAL OFFICER.

ANSWERS.

1. (a) Do the medicines produce the therapeutic effects to be expected from pure drugs and preparations?
- (b) Are the medicines neatly packed and promptly delivered by the contractor?
- (c) Are the invoices of the medicines received in good time?
- (d) Have any defects been reported by you in the Medical Officer's Report Book (Form I.)?
- (e) When were samples of the drugs last analysed, and with what result?

2. (a) Do you use humanized lymph or calf lymph in vaccinating children?
- (b) Is the lymph procured from the secretary of the Vaccine Department of the Local Government Board, 45, Upper Sackville Street, Dublin, or in what other manner?
3. (a) Has there been any increase or diminution of primary vaccination as compared with the corresponding quarter of last year?
- (b) Is the amount of vaccination performed in proportion to the population?
- (c) If not, state the probable cause or causes of any diminution?
- (d) In performing vaccination do you follow the instructions of the Local Government Board by seeking to produce four typical vesicles?
4. Are the dispensary arrangements and provision as to vaccination duly notified by public notices (Form N), posted in the district, in accordance with Article 4 of the Dispensary Rules, or in what manner?
5. Is a notice board or inscription (Form O), affixed on the exterior of each dispensary, in accordance with Article 4 of the Dispensary Rules, and does such notice contain the particulars directed to be so affixed and is it kept in a legible state?
6. (a) Has the report (Form P) been duly made and transmitted to the board of guardians?
- (b) To what date is it made up?
- (c) How many defaulters returned?
7. Does the midwife perform her duties satisfactorily?

[Report Form P], should be furnished four times a year, namely, for quarters ending 31st March, 30th June, 30th September, and 31st December, and not later than twenty-one days from the end of each quarter.]

Any further observations which the medical officer may desire to make can be added here.

PUBLIC HEALTH.

1. Does the sanitary sub-officer carefully inspect the district with the view of discovering nuisances, and does he report such nuisances when necessary?

How many reports has he made to you during the quarter?

2. How many sanitary reports have been made by you during the quarter?

3. Is the district in good sanitary condition? If not, state the principal defects and requirements?

4. In the event of an outbreak of any infectious disease having occurred in the district during the quarter, state the number of cases, the probable source of infection, the steps taken to prevent the spread of the disease, and whether you have furnished the report required by Article 15, Paragraph XVI., of the Dispensary Rules. (The answer to this question should not be confined to the medical officer's dispensary practice.)

(Signature.)

Medical Officer.

Date.

Dispensaries :—General Regulations, 1899 :—Forms M, N. 45

FORM M.

ESTIMATE AND REQUISITION FOR MEDICINES, &c.

FORM M.—Estimate of Medicines, &c., required.

Union.

Dispensary District.

No. of Article as given in Prescribed List.	Name of Article as given in Prescribed List.	Prescribed Prices.	Quantity remaining on hand.	Quantity now required.

(Signature :)

Medical Officer.

Approved of this

day of

1.

(Signature :)

Presiding Chairman.

(Signature :)

Clerk of Union.

FORM N.

**NOTICE FOR POSTING UP AT EACH DISPENSARY AND OTHER PLACES
IN DISPENSARY DISTRICTS.**

NOTICE.

UNION.

DISPENSARY DISTRICT, consisting of the electoral Divisions
of in the above Union.

[It is desirable that such description, by parishes or otherwise, should be given of the district as will enable the poor to understand what localities are included in it.]

Dispensary situate at _____ (a sufficient description of the locality to be given).

Times of attendance of the medical officer at the dispensary, every from o'clock to o'clock. Tickets for medical relief on attendance of the party at the Dispensary must be presented at the dispensary within the hours and on the days here named.

Medical officer, Dr. _____, of _____, (*his place of residence to be stated.*)

Visiting tickets for the attendance of the medical officer, at the patient's home, may be presented to the medical officer, at the dispensary, or may be presented to him, or left for him at his residence, or may be presented to him personally anywhere. Tickets presented at the dispensary should be presented between the hours above-named, and tickets presented at the medical officer's residence or elsewhere, should be presented as early in the day as possible.

The following are the persons authorised to issue tickets for medical relief in the above district.

Guardians of the Union : (*state names and places of residence*). Wardens : (*state names and places of residence*). Relieving Officers : (*state names and places of residences*).

The medical officer is not bound to attend or afford medical relief to any poor person without a ticket. But vaccination is performed without a ticket being required.

Compounder of Medicine, Mr. —, of —,
Midwife, Mrs. —, of —.

VACCINATION.

Notice is also given, that in pursuance of the provisions of the Act to make further provision for the practice of vaccination in Ireland (21 & 22 Vic., cap. 64), the above-named dispensary district has been divided into the undermentioned districts, for the purpose of vaccination, and that the medical officer of the said dispensary district will attend on the days and hours and at the places hereunder mentioned, for the purpose, of vaccinating, gratuitously, all persons who may come to him for that purpose, or whom he may be requested to vaccinate, being fit subjects for vaccination.

Name of Vaccination District.	Name of Electoral Division or Divisions comprised in Vaccination District.	Places within the Vaccination District at which the Medical Officer will attend.	Days and Hours of Attendance.

Vaccination will also be performed gratuitously at the dispensary as heretofore, on any of the dispensary days, during the hours of attendance of the medical officer at the dispensary.

Every person undergoing vaccination should attend, or be brought, for examination of the arm, upon the same day of the week following the day on which such person had been vaccinated, and on such other days as the medical officer may direct in order to ensure the successful issue of the case.

By order,

Clerk of Union.

of

1

FORM O.

FORM FOR A BOARD OR INSCRIPTION TO BE CONSPICUOUSLY PLACED ON THE EXTERIOR OF EACH DISPENSARY.

DISPENSARY.

Open on* from to o'clock.

Vaccination gratis.

Medical Officer, Dr. or Surgeon (*his name*), of (*his residence*.)

Compounder of Medicine, Mr. —, of —

Midwife, Mrs. —, of —

* Name the several days of the week determined upon by the guardians for the purpose.

FORM P.

Union.

Dispensary District.

Medical Officer's Report of all Children born in the District and over three months of age, who do not appear to have been vaccinated.

No. on Register.	Name of Child.	Date of Birth.	Name and Residence of Parent or Person having the Care, Nurture, or Custody of the Child.	Date when Notice under the 8th Section of the Vaccination Amendment Act, 1879, was given.	Observations.

NOTE.—In any case in which the medical officer may be aware of the reason why the child has not been vaccinated, he should state it in the column for observation ; and in any case in which a certificate has been given that the child is not in a fit state for vaccination, or is insusceptible of the vaccine disease, the fact should be stated,

Sealed with our seal this twenty-fourth day of February,
in the Year of our Lord One Thousand Eight Hundred and Ninety-nine.

G. W. Balfour.
H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

Cadogan.

We, George Henry, Earl Cadogan, Lord Lieutenant-General, and General-Governor of Ireland, do hereby approve this Order,

By Command of His Excellency,

D. Harrel.

(c) Emigration.

ORDER OF THE LOCAL GOVERNMENT BOARD (IRELAND)
DATED MARCH 12, 1883, FIXING FORM OF DEBENTURE
FOR RE-PAYMENT OF MONEYS BORROWED BY BOARD
OF GUARDIANS FOR EMIGRATION PURPOSES.

RULES, DATED DECEMBER 28, 1883, PRESCRIBED BY THE
LORD LIEUTENANT IN RELATION TO THE EMIGRATION
OF POOR PERSONS UNDER SECTIONS 18, 19, 20, AND 21
OF THE ARREARS OF RENT (IRELAND) ACT, 1882, AND
SECTION 12 OF THE TRAMWAYS AND PUBLIC COMPANIES
(IRELAND) ACT, 1883.

[These Orders are printed under the title "Emigration,
Ireland."]

2. Guardians.**(a) Election of Guardians.**

ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND
DATED FEBRUARY 4, 1899, AS AMENDED BY ORDER
DATED FEBRUARY 22, 1899,* DECLARING THE NUMBER
OF GUARDIANS TO BE ELECTED FOR CERTAIN DISTRICT
ELECTORAL DIVISIONS IN COUNTY BOROUGH AND
URBAN COUNTY DISTRICTS.†

1899. No. 218 *as amended by* No. 222.

Whereas by Section 24 of the Local Government (Ireland) Act, 1898,‡ it is provided that guardians of a poor law union shall be elected for any district electoral division in an urban district, and that where the Local Government Board for Ireland constitute any urban county district, or part thereof, or part of a county borough, a district electoral division, they may assign to that division two or more guardians:

Now, therefore, we the Local Government Board for Ireland, do hereby order and declare that the number of poor law guardians specified in column 4 of the Schedule hereunto annexed shall be assigned to the district electoral division set out on the same line in column 3 of the said schedule and situated respectively in the relative poor law union and urban county district or county borough mentioned in columns 1 and 2 of such schedule.

And we do further declare that this Order shall be in force and take effect at such time as may be necessary for the purposes of the first election of poor law guardians.

* The amending Order is printed at length in Statutory Rules and Orders, 1899, p. 979.

† See also the Order of April 7, 1902, printed at p. 85, below.

‡ 61 & 62 Vict. c. 37.

Schedule.

Name of Union.	Name of Urban County District or County Borough.	Name of District Electoral Division comprised in Urban County District or County Borough.	Number of Guardians to be elected.
1.	2.	3.	4.
Armagh - -	Armagh - -	Armagh North Urban - -	2
	" - -	" East " - -	2
	" - -	" South " - -	2
Athlone - -	Athlone - -	Athlone East Urban - -	3
	" - -	" West " - -	3
Ballinasloe - -	Ballinasloe - -	Ballinasloe Urban - -	4
Ballymena - -	Ballymena - -	Ballymena - -	4
Ballymoney - -	Ballymoney - -	Ballymoney - -	4
	Portrush - -	Portrush Urban - -	3
Banbridge - -	Banbridge - -	Banbridge East Urban - -	2
	" - -	" West " - -	3
	Dromore - -	Dromore Urban - -	3
	Tanderagee - -	Tanderagee Urban - -	2
Belfast - -	Belfast - -	Clifton - -	2
	" - -	Court - -	2
	" - -	Dock - -	2
	" - -	Duncairn - -	2
	" - -	Falls - -	2
	" - -	Pottinger - -	2
	" - -	Shankill - -	2
	" - -	Smithfield - -	2
	" - -	St. George's - -	2
	" - -	Victoria - -	2
	" - -	Woodvale - -	2
	" - -	Cromac - -	2
	" - -	Ormean - -	2
	" - -	Windsor - -	2
	" - -	St. Anne's - -	2
	Holywood - -	Holywood Urban - -	2
Carlow - -	Carlow - -	Carlow Urban - -	3
	" - -	Graigue Urban - -	2
Carrick-on-Suir - -	Carrick-on-Suir - -	Carrick-on-Suir Urban - -	4
	" - -	Carrickbeg Urban - -	2
Cashel - -	Cashel - -	Cashel Urban - -	4
Cavan - -	Belturbet - -	Belturbet - -	2
Clonakilty - -	Clonakilty - -	Clonakilty Urban - -	3
Clones - -	Clones - -	Clones Urban - -	4
Clonmel - -	Clonmel - -	Clonmel East Urban - -	6
	" - -	" West " - -	6
Coleraine - -	Coleraine - -	Coleraine - -	8
Cootehill - -	Cootehill - -	Cootehill Urban - -	2
Cork - -	Cork - -	Cork No. 1 Urban - -	4
	" - -	" " 2 " - -	4
	" - -	" " 3 " - -	4
	" - -	" " 4 " - -	6
	" - -	" " 5 " - -	6
	" - -	" " 6 " - -	4
	" - -	" " 7 " - -	4
	Queenstown - -	Queenstown Urban - -	4
Drogheda - -	Drogheda - -	Fair Gate - -	4
	" - -	St. Lawrence Gate - -	6
	" - -	West Gate - -	4
Dublin North - -	Dublin - -	Arran-quay - -	5
	" - -	Inns-quay - -	5
	" - -	Mountjoy - -	5
	" - -	North City - -	5
	" - -	North Dock - -	5
	" - -	Rotunda - -	5
	Clontarf - -	Clontarf - -	4
	Drumcondra, Clonliffe, and Glasnevin. - -	Drumcondra No. 1 Urban - -	4

Schedule—continued.

Name of Union.	Name of Urban County District, or County Borough.	Name of District Electoral Division comprised in Urban County District or County Borough.	Number of Guardians to be elected.
1.	2.	3.	4.
Dublin North	Drumcondra, Clonliffe, and Glasnevin.	Drumcondra No. 2 Urban	2
Dublin South	Dublin	Fitzwilliam	2
	"	Mansion House	4
	"	Merchant's-quay	4
	"	Royal Exchange	4
	"	South City	4
	"	South Dock	4
	"	Trinity	4
	"	Usher's-quay	4
	"	Wood-quay	4
	Pembroke	Pembroke East	5
	"	West	5
	Rathmines and Rathgar.	Rathmines and Rathgar East	5
	"	West	5
	New Kilmainham	New Kilmainham	3
Dundalk	Dundalk	Dundalk No. 1 Urban	3
	"	" 2 "	3
	"	" 3 "	3
	"	" 4 "	3
Dungarvan	Dungarvan	Dungarvan No. 1 Urban	5
Ennis	Ennis	Ennis No. 1 Urban	2
	"	" 2 "	2
	"	" 3 "	2
	"	" 4 "	2
Enniscorthy	Enniscorthy	Enniscorthy Urban	4
Enniskillen	Enniskillen	Enniskillen Urban	6
Fermoy	Fermoy	Fermoy Urban	4
Galway	Galway	Galway North Urban	4
	"	" East	4
	"	" South	4
	"	" West	4
Granard	Granard	Granard Urban	2
Kells	Kells	Kells Urban	4
Kilkenny	Kilkenny	Kilkenny No. 1 Urban	8
	"	" 2 "	6
Killarney	Killarney	Killarney Urban	5
Kilrush	Kilrush	Kilrush Urban	3
Kinsale	Kinsale	Kinsale	6
Larne	Larne	Larne	6
	Carrickfergus	Carrickfergus Urban	5
Letterkenny	Letterkenny	Letterkenny Urban	4
Limavady	Limavady	Limavady	2
Limerick	Limerick	Limerick No. 1 Urban	2
	"	" 2 "	2
	"	" 3 "	2
	"	" 4 "	2
	"	" 5 "	2
	"	" 6 "	2
	"	" 7 "	2
	"	" 8 "	2
Lisburn	Lisburn	Lisburn	8
Listowel	Listowel	Listowel Urban	3
Londonderry	Londonderry	Londonderry No. 1 Urban	3
	"	" 2 "	3
	"	" 3 "	3
	"	" 4 "	3
	"	No. 5 Urban	3

Schedule—continued.

Name of Union.	Name of Urban County District, or County Borough.	Name of District Electoral Division comprised in Urban County District or County Borough.	Number of Guardians to be elected.
1.	2.	3.	4.
Lurgan . .	Lurgan . .	Lurgan Urban	6
Monaghan . .	Portadown . .	Portadown Urban	4
Navan . .	Monaghan . .	Monaghan Urban	4
New Ross . .	Navan . .	Navan Urban	6
Newry . .	New Ross . .	New Ross Urban	6
	" . .	Rosbercon Urban	2
	Newry . .	Newry North Urban	3
	" . .	" South	3
	" . .	" West	3
	Warrenpoint . .	Warrenpoint Urban	2
Newtownards . .	Newtownards . .	Newtownards Urban	5
	Bangor . .	Bangor Urban	6
Parsonstown . .	Parsonstown . .	Parsonstown Urban	4
Rathdown . .	Blackrock . .	Blackrock No. 1	2
	" . .	" " 2	4
	" . .	" " 3	2
	Bray . .	Bray No. 1	2
	" . .	" " 2	3*
	" . .	" " 3	2*
	Dalkey . .	Dalkey	2
	Killiney and Ballybrack . .	Killiney	2
	Kingstown . .	Kingstown No. 1	2
	" . .	" " 2	4
	" . .	" " 3	6
	" . .	" " 4	4
Rathdrum . .	Wicklow . .	Wicklow Urban	3
Sligo . .	Sligo . .	Sligo North	4
	" . .	" East	4
	" . .	" West	4
Thurles . .	Thurles . .	Thurles Urban	6
	Templemore . .	Templemore	3
Tralee . .	Tralee . .	Tralee Urban	6
Trim . .	Trim . .	Trim Urban	3
Waterford . .	Waterford . .	Waterford No. 1 Urban	3
	" . .	" " 2 "	3
	" . .	" " 3 "	3
	" . .	" " 4 "	3
	" . .	" " 5 "	3
Wexford . .	Wexford . .	Wexford No. 1 Urban	3
	" . .	" " 2 "	3
	" . .	" " 3 "	3
Youghal . .	Youghal . .	Youghal Urban	8

Given under our hands and seal of office this fourth day of February, in the year of our Lord One thousand eight hundred and ninety-nine.

(L.S.)

G. W. Balfour.
H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

* The figures 3 and 2 were substituted for the previous figures 2 and 3 respectively by the Order of February 22, 1899.

THE GUARDIANS (IRELAND) ELECTION ORDER, 1899,
DATED FEBRUARY 7, 1899.

1899. No. 219.

To the County Council of every Administrative County
of Ireland.

To the Mayor, Aldermen, and Councillors of every
Borough in Ireland.

To the Town Clerk of every such Borough.

To the Urban District Council of every Urban District in
Ireland not being a Borough.

To the Clerk of every such Urban District Council.

And to all others whom it may concern.

Whereas by an Order made the twenty-second day of December, 1898* by the Lord Lieutenant General and General Governor of Ireland, by and with the advice and consent of Her Majesty's Privy Council in Ireland, in pursuance of the Local Government (Ireland) Act, 1898† Section 104, it is ordered that the election of guardians in urban districts shall, subject to the provisions of the said Act be conducted according to rules framed under the said Order by the Local Government Board for Ireland, and that the rules so framed should notwithstanding any other Act, provide for the matters mentioned in the said Order.

Now, we, the Local Government Board for Ireland, do hereby order that, subject to any directions which may be given by us and until we otherwise order, the following rules shall be observed in connection with the election of guardians in urban districts in Ireland as herein-after set forth, that is to say—

- (a) The ordinary election to fill ordinary vacancies.
- (b) The first election of guardians for any urban district which may hereafter be constituted.

Returning Officer.

1.—(1.) The town clerk of the borough, or in urban districts which are not boroughs, the clerk to the Urban District Council shall be the returning officer.

(2.) If the office of town clerk or clerk is vacant at the time when any duty relative to the election has to be performed by the returning officer, or if the town clerk or clerk from illness or other sufficient cause is unable to perform such

* Printed under the title "Local Government, Ireland."

† 61 & 62 Vict. c. 37.

duty, or fails to do so, the council of the borough or other urban district shall appoint some other person to act as returning officer, or to perform such of the duties of the returning officer as then remain to be performed, as the case may be.

(3.) The returning officer shall appoint some place within the borough or other urban district as an office for the purpose of the election.

(4.) The returning officer may, in writing, appoint a fit person to be his deputy for all or any of the purposes relating to the election of any guardian or guardians for a district electoral division. A deputy returning officer shall have all the powers, duties, and liabilities of the returning officer in relation to the matters in respect of which he is appointed as deputy.

Day of Election.

2. The day of election of guardians in any urban district shall be that prescribed by Section 24 (b) of the Local Government (Ireland) Act, 1898, and fixed by the County Council in accordance with Section 94 (7) of the said Act, 1898.*

Notice of Election.

3. Not later than the day prescribed for that purpose by the first schedule to this Order, the returning officer shall prepare and sign a notice of the election, and shall cause notice to be given of the same in accordance with Rule 30 of this Order. The notice shall be in the Form No. 1 in the second schedule to this Order, or in a form to the like effect.

Nomination of Candidates.

4.—(1.) Each candidate for election as guardian in an urban district shall be nominated in writing.

(2.) The nomination paper shall state the name of the district electoral division for which the candidate is nominated, the surname and other name or names in full, the place of abode, and description of the candidate, who must be qualified as a local government elector for the urban district, or by having during the whole of the twelve months preceding the election resided and continuing to reside in such urban district. It shall be signed by two local government electors of the district electoral division as proposer and seconder, and no more, and shall state their respective places of abode. It shall be in the form set out in the notice in the Form No. 1 in the second schedule to this Order, or in a form to the like effect.

(3.) The name of more than one candidate shall not be inserted in any one nomination paper.

* As to the day of election in County Boroughs see the Order of April 7, 1902, printed at p. 89, below.

(4.) A local government elector shall not sign more nomination papers than there are guardians to be elected for the district electoral division for which the election is to be held, nor shall he sign a nomination paper for the district electoral division unless he is registered as a local government elector in respect of a qualification therein. Neither shall he sign nomination papers for more than one district electoral division in the same union, nor shall he sign any nomination paper at an election of guardians if he has already signed one or more at an election of rural district councillors for any district electoral division in the same union.

(5.) If any local government elector shall sign nomination papers for more than one district electoral division in the urban district, or shall sign a number of nomination papers larger than the number of guardians to be elected for the district electoral division, such of the nomination papers signed by him as relate to the first district electoral division for which a nomination paper signed by him is received by the returning officer shall alone be valid, and of the nomination papers signed by him which relate to such district electoral division such as are at first received by the returning officer up to the number of guardians to be elected, shall alone be valid. Provided that for the purposes of this paragraph nomination papers not properly filled up and signed shall be excluded.

Nomination Papers to be provided.

5. The returning officer shall provide nomination papers. Any local government elector may obtain nomination papers from the returning officer free of charge.

Time for sending in Nomination Papers.

6. Every nomination paper shall be sent to the returning officer so that it shall be received at his office within the time prescribed for that purpose by the first schedule to this Order. A nomination paper received after that time shall not be valid. The returning officer shall note on each nomination paper whether it was received before or after that time.

Dealing with Nominations by Returning Officer.

7.—(1.) The returning officer shall number the nomination papers in the order in which they are received by him; and the first valid nomination paper received for a candidate shall be deemed to be the nomination of that candidate.

(2.) The returning officer shall, as soon as practicable after the receipt of any nomination paper, examine and decide whether it has or has not been properly filled up and signed by two local government electors, and whether it is or is not

invalid under rule 4 (5) or rule 6. His decision that a nomination paper has been so filled up and signed, and is not invalid as aforesaid, shall be final, and shall not be questioned in any proceeding whatever.

(3.) If the returning officer shall decide that a nomination paper is invalid, he shall put a note on it to this effect, stating the grounds of his decision, and he shall sign such note.

(4.) After deciding that the nomination of any candidate is valid, or (except where some other nomination of the candidate has been decided to be valid) that a nomination paper for any candidate is invalid, the returning officer shall, not later than the day prescribed for that purpose by the first schedule to this Order, send, by post or otherwise, notice of his decision to the candidate.

Statement as to Persons nominated.

8. Not later than the day prescribed for that purpose by the first schedule to this Order, the returning officer shall make out a statement in the form No. 2 in the second schedule to this Order, or in a form to the like effect, containing the names, places of abode, and descriptions of the persons nominated for election to the office of guardian for the several district electoral divisions of the urban district for which the election is to be held, and also containing a notice of his decision as regards each candidate as to whether he has been nominated by a valid nomination paper or not. He shall forthwith cause copies thereof to be suspended in the town hall or room in which the meetings of the council are held, and in the board room of the guardians of the union, and another to be affixed on the principal external gate or door of the town hall or other offices of the council of the borough or district, and on that of the workhouse of the union.

Withdrawal of Candidate.

9. Any candidate may withdraw his candidature by delivering or causing to be delivered at the office of the returning officer within the time prescribed for that purpose by the first schedule to this Order, a notice in writing of such withdrawal, signed by him.

Relation of Nomination to Election.

10. Section 56 of the Municipal Corporations Act, 1882,* shall be altered and adapted in its application to the election of guardians in urban districts in Ireland, so as to be read as follows:—

(1.) If the number of candidates who receive valid nominations for election to the office of guardian for any

* 45 & 46 Vict. c. 50.

district electoral division, and who do not withdraw their candidature under Rule 9 exceeds the number of guardians to be elected for such district electoral division, the guardians shall be elected from among the persons so nominated.

- (2.) If the number of candidates who receive valid nominations is in any case equal to, or is, by the withdrawal of any candidate as provided by Rule 9, or otherwise in any case reduced to a number equal to the number of vacancies the returning officer shall, as early as practicable, give public notice in accordance with Rule 30 of this Order that no poll will be taken, and that the candidate or candidates so nominated will be declared to be elected.
- (3.) If the number of candidates who receive valid nominations at an ordinary election of guardians for any district electoral division is less than, or is in any way reduced to a number less than the number of vacancies, the returning officer shall give public notice in accordance with Rule 30 of this Order that no poll will be taken, and that the candidates so nominated will be declared to be elected, and also that such of the retiring guardians for the district electoral division as were highest on the poll at their election, or if the poll was equal or there was no poll, as shall have been selected by the returning officer by lot to make up the required number will be declared to be deemed to be re-elected.
- (4.) If after due notice has been given that an ordinary election of guardians for any district electoral division will be held, no candidate receives a valid nomination, the returning officer shall give public notice in accordance with Rule 30 of this Order that the retiring guardians will be declared to be deemed re-elected.
- (5.) The returning officer shall forthwith send, by post or otherwise, a copy of any notice under this rule to each of the persons who will be declared to be elected or to be deemed to be re-elected.
- (6.) The notice shall be in the form No. 3 or the form No. 4, as the case may be, in the second schedule to this Order, or in a form to the like effect.

Day and Hours of Poll.

11. The poll, if any, shall be held on the day of election as prescribed by Section 24 (b) of the Local Government (Ireland) Act, 1898, and fixed by the county council in accordance with Section 94 (7) of the said Act, and the hours during which the poll shall be open shall be such as shall be fixed by the county

council by any general or special order, or if no such order is in force in the district then such hours as were applicable at the last ordinary election of guardians, so, however, that the poll shall always be open between the hours of six and eight in the evening.

12. If a poll is to be taken for the election of a county councillor or councillors for the county electoral division in which any district electoral division is situated, and also for the election of a guardian or guardians for such district electoral division, the polls for both elections shall be taken together, unless this is impracticable.

13. The returning officer shall determine the number and situation of the polling places and stations.

Provided as follows :—

- (a) No premises licensed for the sale of intoxicating liquor shall be used for a polling station.
- (b) The polling stations for the election of guardians and county councillors in any district electoral division when the polls for the two elections are taken together shall be the same.
- (c) Where the number of local government electors in a district electoral division is not more than five hundred, only one polling station shall, unless the council otherwise direct, be provided for such district electoral division; and so on for each additional five hundred local government electors, or for any number of local government electors over and above the last five hundred.
- (d) The foregoing provision shall not be deemed to make it obligatory on the returning officer to provide a separate polling station for each five hundred local government electors in the district electoral division.

Notice of Poll.

14.—(1.) If a poll has to be taken, the returning officer shall, within the time prescribed for that purpose by the first schedule to this Order, give public notice thereof in accordance with Rule 30 of this Order. The notice shall specify :—

- (a) the day and hours fixed for the poll ;
- (b) the number of guardians to be elected ;
- (c) the names, place of abode, and description of each candidate for the district electoral division whom he has decided to have been nominated by a valid nomination paper, and who has not withdrawn his candidature ;
- (d) the names of the proposer and seconder who signed the nomination paper of each candidate ;

- (e) a description of the polling districts, if any; and
 - (f) the situation and allotment of the polling places and polling stations, and the description of the persons entitled to vote thereat.
- (2.) The notice shall be in the Form No. 5 or Form No. 6 in the second schedule to this Order as the case may require, or in a form to the like effect.

Presiding Officers.

15. The returning officer, or some person appointed by him for the purpose, shall preside at each polling station. The person presiding at any polling station shall be called the presiding officer. Provided that at any polling station the same person shall act as presiding officer for the election of a county councillor or councillors and for that of guardians when the polls for the two elections are taken together.

Compartments of Polling Stations—Ballot Papers.

16. The returning officer shall furnish every polling station with a sufficient number of compartments in which the voters can mark their votes screened from observation, and shall furnish each presiding officer with such number of ballot papers as may be necessary for effectually taking the poll at the election.

Polling Agents.

17. Polling agents, either paid or unpaid, may be appointed for each polling station, subject to the following conditions:

- (1.) The number appointed shall in no case exceed four.
- (2.) When the number of candidates does not exceed four, each candidate may, in writing, appoint a polling agent.
- (3.) When the number of candidates exceeds four, any number of such candidates being not less than one-fourth of the whole number, may jointly appoint in writing a polling agent. Any such appointment shall be delivered at the office of the returning officer not less than two clear days before the day of the poll. Except as aforesaid, no polling or personation agent, whether paid or unpaid, shall be appointed for the purposes of the election.

Prohibition against Voting in more than one District Electoral Division—Questions to Elector.

18.—(1.) A local government elector shall not be permitted to vote in more than one district electoral division of a union for the members, whether rural district councillors or guardians, of the board of guardians of that union.

(2.) The presiding officer may, and if required by any polling agent appointed under Rule 17, shall, put to any elector at the time of his applying for a ballot paper, but not afterwards, the following questions, or one of them, and no other :—

(a) Are you the person entered in the local government register for this district electoral division as follows (read the whole entry from the register)?

(b) Have you already voted at the present election of guardians in this urban district of
or at the election of rural district councillors or
guardians in any other district electoral division of the
union?

(3.) A person required to answer either of these questions shall not receive a ballot paper or be permitted to vote until he has answered it, in the manner and to the effect prescribed by section twenty-seven of the first schedule to the Ballot Act, 1872, as adapted in the third schedule to this Order, notwithstanding the fact that no person has already voted as therein mentioned.

Counting the Votes.

19.—(1.) If the returning officer appoints a person to act as deputy returning officer for the district electoral division as regards the custody and opening of the ballot boxes, the counting and recording of the votes, and the declaration of the number of votes given for each candidate, and of the election of the candidate or candidates to whom the largest number of votes has been given, the person so appointed shall, in addition to his other powers and duties, have all the powers and duties of the returning officer in relation to the matters aforesaid, and to the decision of any question as to any ballot paper and otherwise as to the ballot papers. Provided that, in the case of a borough or other urban district comprising more than one district electoral division, the returning officer shall in every district electoral division in which he does not himself preside at a polling station appoint some one of the presiding officers to act as deputy returning officer for such district electoral division.

(2.) The votes shall be counted in the district electoral division for which the election is held, or in some place near thereto as soon as practicable after the close of the poll.

Equality of Votes.

20. If an equality of votes is found to exist between any candidates, and the addition of a vote would entitle any of such candidates to be declared elected, the returning officer or

deputy returning officer, who counts the votes, as the case may be, shall determine by lot which of the candidates whose votes are equal shall be elected.

Declaration of Result of Poll.

21.—(1.) The declaration of the result of the poll shall be in the Form No. 7 in the second schedule to this Order, or in a form to the like effect.

(2.) The returning officer or deputy returning officer, as the case may be, making the declaration shall forthwith cause a copy of it to be affixed to the front of the building in which the votes have been counted. If the declaration is made by a deputy returning officer, he shall forthwith send it to the returning officer.

Publication of Result of Elections.

22.—(1.) The returning officer shall prepare and sign a notice of the result of the election in all the district electoral divisions for which he acts as returning officer, and shall by such notice declare to be elected or to be deemed to be re-elected the persons who, under rule 10, are to be declared to be elected or to be deemed to be re-elected without a poll being taken. The notice shall be in the Form No. 8 in the second schedule to this Order, or in a form to the like effect.

(2.) The returning officer shall cause copies of the notice to be suspended in the town hall or room in which the meetings of the council are held, and in the board room of the guardians of the union, and another copy to be affixed to the principal external gate or door of the town hall or other offices of the council, and another to the principal external gate or door of the workhouse of the union, and he shall also cause public notice thereof to be given in accordance with Rule 30 of this Order. The returning officer shall also send copies to the persons elected or deemed to be re-elected.

*Application and Adaptation of Ballot Act, 1872.**

23. The provisions of the Ballot Act, 1872, which, with adaptations and alterations, are set out in the third schedule to this Order, and only such provisions of that Act shall, subject to such adaptations and alterations, apply to the election of all guardians in urban districts.

Provided as follows :—

(a) Such application shall be subject to the provisions of this Order.

* 35 & 36 Vict. c. 33.

- (b) The ballot papers used at the election of a county councillor or councillors shall be of a different colour from that of any ballot papers used in the election of any guardians for the district electoral division when the polls for both elections are taken together.
- (c) Whether the polls for both elections are taken together or not, the ballot papers for the election of a county councillor or councillors shall be of the colour fixed by the returning officer for the election of county councillors, under Rule 24 (d) of the County Rural District Councillors (Ireland) Election Order, 1899* ; and the ballot boxes shall be painted to correspond with the colour of the ballot papers for the reception of which each ballot box is provided.

Adaptation of Municipal Corporations Act, 1882.†

24.—(1.) The provisions of Sections 74 and 75 of the Municipal Corporations Act, 1882,† which, with adaptations and alterations, are set out in the fourth schedule to this Order, shall, subject to such adaptations and alterations, apply to the election of guardians in urban districts, and to the persons elected or deemed to be re-elected thereat.

(2.) In the application of Part IV of the Municipal Corporations Act, 1882 (relating to corrupt practices and election petitions), as amended by the Municipal Elections (Corrupt and Illegal Practices) Act, 1884,‡ the following adaptations and alterations shall have effect :—

- (a) Such application shall be subject to the provisions of this Order.
- (b) All references to a municipal election or to an election to a corporate office shall be construed as referring to an election of guardians.
- (c) "District electoral division," and in Section 93 (2) "poor law union" shall be substituted for "borough," "borough or district fund" shall be substituted for "borough fund or borough rate," "returning officer at an election of guardians" shall be substituted for "town clerk," and "local government elector" for "burgess."
- (d) In all cases "voter" shall mean a local government elector or a person who votes or claims to vote at an election of guardians.

* See now "The County and Rural District Councillors (Ireland) No. 2 Election Order," printed under the title "Local Government, Ireland."

† 45 & 46 Vict. c. 50.

‡ 47 & 48 Vict. c. 70.

- (e) In the application of Sub-section (2) of Section 89 such sub-section shall be adapted and altered so as to read as follows:—

“(2.) The security shall be to the amount of fifty pounds, unless in any case the High Court of Justice in Ireland, or a judge thereof, on summons order that the same shall be to a lesser amount or to a larger amount, not exceeding three hundred pounds, and shall be given in the prescribed manner either by a deposit of money or by a recognizance entered into by not more than four sureties or partly in one way or partly in the other.”

Adaptation of Municipal Elections (Corrupt and Illegal Practices) Act, 1884.

25. In the application of the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, the following adaptations and alterations shall have effect:—

- (1.) Such applications shall be subject to the provisions of this Order.
- (2.) “District electoral division,” “returning officer at an election of guardians,” and “borough or district fund,” shall be deemed to be substituted in the Act for “borough” or “municipal borough,” “borough or ward,” or “borough or ward of a borough,” “town clerk,” and “borough fund or rate,” respectively, except that in Section 3 of the Act “poor law union” shall be substituted for “borough,” and “district electoral division” for “ward of a borough.”
- (3.) The expression “corporate office” in the Act shall mean the office of guardian, and a “municipal election” shall mean an election of one or more guardians, and the expressions “municipal election court,” “municipal election list,” and “municipal election petition” shall be construed accordingly.
- (4.) So much of Section 13 of the Act as permits one polling agent to be employed in each polling station shall not apply, except so far as the employment of polling agents is permitted by Rule 17 of this Order.
- (5.) An election petition complaining of the election on the ground of an illegal practice may be presented at any time within six weeks after the day of election.
- (6.) In Section 34 of the Act “burgess roll” shall mean the register of local government electors.

- (7.) Section 37 of the Act shall be read as if a reference to an election of guardians was substituted for a reference to any of the elections mentioned in the first schedule to the Act.

26. For the purposes of this Order the words “High Court” and “Judge of the High Court” in the Municipal Corporations Act, 1882, and the Municipal Elections (Corrupt and Illegal Practices) Act, 1884, shall mean the High Court of Justice in Ireland, and a judge of the said Court respectively, and the words “Director of Public Prosecutions” shall mean the Attorney-General for Ireland.

Casual Vacancies.

27. Casual vacancies in the office of guardian for an urban district shall be filled by the board in accordance with Section 94 (5) of the Local Government (Ireland) Act, 1898, and every person so chosen to fill a casual vacancy shall hold office until the time when the person in whose place he has been chosen would regularly have gone out of office.

Non-acceptance of Office.

28. Non-acceptance of office by a person elected or deemed to be re-elected, shall in every case create a casual vacancy.

Expenses.

29.—(1.) Any sum which may be payable to the returning officer in respect of his services in taking a poll in the district electoral division, or in respect of expenses incurred in relation to such poll, shall be defrayed by the council of the borough or other urban district out of the borough or district fund.

(2.) Any other sum which may be payable to the returning officer in respect of his services in the conduct of the election shall, in like manner, be defrayed by the council of the borough or other urban district.

Publication of Notices.

30. Any public notice required by this Order shall be given by posting copies of the same at, on, or near the principal entrance of every church and other house of worship, and at every court house, police station, market house, and other usual place for posting public notices in the borough, district, or district electoral division as the case may require.

Mark instead of Signature.

31. In place of any signature required by this Order it shall be sufficient for the signatory to affix his mark if the same is witnessed by two local government electors.

Misnomer.—Inaccurate Descriptions.

32. No misnomer or inaccurate description of any person or place named in any notice or nomination paper under this Order shall hinder the full operation of such notice or paper with respect to that person or place, provided the description of that person or place is such as to be commonly understood.

Definition of " Ordinary Election."

33. The expression " ordinary election " means the triennial election of guardians in urban districts, and includes any first election of guardians for any urban district which may hereafter be constituted.

This Order may be cited as the " Guardians (Ireland) Election Order, 1899."

Sealed with our seal this seventh day of February, in the year of our Lord one thousand eight hundred and ninety-nine.

(L.S.)

H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

First Schedule.

TIMES FOR THE PROCEEDINGS AT THE ORDINARY ELECTION OF GUARDIANS.

Proceeding.	Time.
1. Notice of election - - -	Not less than thirty-five clear days before the day of election.
2. Receipt of nomination papers -	Not later than five o'clock p.m. on the seventh day after the notice of election was given.
3. Sending notice of decision as to validity of Nomination Papers.	As soon as practicable after receipt, but in any case not later than the third day after the last day for the receipt of nomination papers.
4. Making out statement as to persons nominated.	
5. Withdrawal of candidates -	Not later than five o'clock p.m. on the seventh day after the last day for the receipt of nomination papers.
6. Notice of poll - - - -	Ten clear days, at least, before the day of election.
7. Day of election - - - -	Such day as the county council may fix in accordance with Section 94 (7) of the Local Government (Ireland) Act, 1898.

Second Schedule.

FORM No. 1.

Notice of Election.

UNION.

**BOROUGH } OF
URBAN DISTRICT }
ELECTION OF GUARDIANS**

for the several district electoral divisions situate in the above-named
{ *Borough* }
{ Urban District } in the year 18

NOTICE IS HEREBY GIVEN THAT—

- 1.*The day of election of guardians for the said district electoral divisions will be , the day of 18 .
2. The number of guardians to be elected for the said district electoral divisions is as follow† :—
3. Each candidate for election as a guardian must be nominated in writing, and the nomination paper must be sent to me so that it shall be received at my office for the purpose of the election) not later than five o'clock p.m. on , the day of 18 .

* If the day of election is not the same for all the Electoral Divisions adapt form accordingly.

† Insert here the names of the Electoral Divisions, with the number of Guardians to be elected for each. A tabular form may be used if

U U 2

4. A local government elector must not sign more nomination papers than there are guardians to be elected for the district electoral division, and he must not sign a nomination paper for any district electoral division unless he is registered as a local government elector in respect of a qualification therein. Neither must he sign nomination papers for more than one district electoral division in the union, whether for an election of rural district councillors or of guardians in an urban district.
5. Forms of nomination paper may be obtained from me at the above-named office.
6. The nomination paper must be in the following form, or in a form to the like effect:—

FORM OF NOMINATION PAPER.

UNION.

{ *BOROUGH* } OF
 { URBAN DISTRICT }
 ELECTION OF GUARDIANS
 for the District Electoral Division of

We, the undersigned, being respectively electors of the said district electoral division, do hereby nominate the under-mentioned person as a candidate at the said election.

Names of Candidate.		Place of Abode.	Description.
Surname.	Other Names in full.		
1.	2.	3.	4.

Signature of PROPOSER, _____

Place of Abode, _____

Signature of SECONDER, _____

Place of Abode, _____

* These instructions form part of the Nomination Paper

*Instructions for filling up Nomination Paper.**

- (1.) The surname of only one candidate for election must be inserted in column 1.
- (2.) The other names of the candidate must be inserted in full in column 2.
- (3.) Insert in column 3 the place of abode of the candidate.
- (4.) In column 4 state the occupation, if any, of the candidate. If the candidate has no occupation, insert some such description as "gentleman," or "married woman," or "spinster," or "widow," as the case may be.

- (5.) No person is eligible as a guardian for any district electoral division, unless he or she is registered as a local government elector in respect of a qualification in the { ^{Borough} Urban District } in which such district electoral division is situated, or unless he or she has during the whole of the twelve months preceding the election resided, and continues to reside, in such { ^{Borough} Urban District }.
- (6.)—(1.) The paper must be signed by two local government electors of the district electoral division and no more; by one as proposer, and the other as seconder. The places of abode of the proposer and seconder must also be inserted. Instead of signing, the proposer or seconder may affix his mark if it is witnessed by two local government electors.
- (2.) A local government elector must not sign more nomination papers than there are guardians to be elected for the district electoral division, and he must not sign a nomination paper for any district electoral division unless he is registered as a local government elector in respect of a qualification therein. Neither must he sign a nomination paper in more than one district electoral division in the union, whether for an election of rural district councillors or of guardians in an urban district.

7. Not later than _____, the _____ day of _____, 18 _____, I shall cause a copy of a statement containing the names, places of abode, and descriptions of the persons nominated for the office of guardians for the said district electoral divisions, and also containing a notice of my decision as regards each candidate as to whether he or she has been nominated by a valid nomination paper or not, to be suspended in the board room of the guardians of the union in which the said district electoral divisions are situate, and another to be affixed on the principal external gate or door of the work-house of the union.
8. Any candidate nominated for election, may, not later than five o'clock p.m., on _____, the _____ day of _____, 18 _____, withdraw his or her candidature by delivering or causing to be delivered at my office for the purpose of the election a notice in writing of such withdrawal signed by him or her.
9. If the number of candidates who are validly nominated for any electoral division, and whose candidature is not withdrawn, exceeds the number of guardians to be elected, a poll will be taken on _____, the _____ day of _____, 18 _____, of which due notice will be given.

Dated this _____ day of _____, 18 _____.

Returning Officer.

Office for purpose of election.

Note.—There shall be added to every notice of election to be published under Rule 3 of this Order the notification following with respect to claims against returning officers, namely :—

Take notice, that every person having any claim against a returning officer for work, labour, material, services, or expenses in respect of any contract made with him by or on behalf of the returning officer for the purposes of an election, shall, within fourteen days after the day on which the return is made of the person or persons elected at the election, transmit to the returning officer the detailed particulars of such claim in writing, and the returning officer shall not be liable in respect of anything which is not duly stated in such particulars.

FORM No. 2.

Statement as to Persons nominated.

UNION.

{ *BOROUGH* } OF
{ URBAN DISTRICT }

The following is a statement as to the persons nominated for election as guardians for the several district electoral divisions of the said union which are situated in the above-named { *Borough* Urban District }, and for which an election is to be held in the year 18 .

Electoral Division. 1.	Persons Nominated.			Decision of Returning Officer that Candidate has not been Nominated by a Valid Nomination Paper. 5.
	Names (Surnames first). 2.	Place of Abode. 3.	Description. 4.	

The candidates opposite whose names no entry is made in column 5 have been validly nominated.

Dated this day of , 18 .

Returning Officer.

Office for the purpose of election.

FORM No. 3.

Notice that no Poll will be taken.

UNION.

{ *BOROUGH* } OF
{ URBAN DISTRICT }

DISTRICT ELECTORAL DIVISION OF

Whereas the following candidates have been duly nominated for election as guardians for the above-named district electoral division :—[*Insert names, places of abode, and description of candidates*].

And whereas the number of those [or] And whereas the said [*insert name or names*] has [or have] since withdrawn his [or their] candidature [*or if some other event has occurred causing a person to cease to be a candidate state what it is*], and the [number of the remaining] candidates is [equal to or less than] the number of persons, namely], to be elected as guardians for the said electoral division.

Guardians :—Election Order, 1899:—Forms 3-5. 69

I do hereby give notice that a poll will not be taken and that the said
[insert names]

will be declared elected as guardians for the said electoral division* and
also that [insert name]

retiring guardians for the said electoral division will be declared to be
deemed to be elected.

Dated day of , 18 .

* If the number
of candidates or
remaining candi-
dates is equal to
the number to be
elected, or if the
Election is a first
Election, omit
from * to the end
of the sentence.

Returning Officer.

FORM No. 4.

Notice where no Candidates are nominated.

UNION.

{ *BOROUGH* } OF
{ URBAN DISTRICT }

DISTRICT ELECTORAL DIVISION OF

I do hereby give notice that no candidate has been duly nominated for
election as a guardian for the said district electoral division* and that
[insert names]

the retiring guardians for the said district electoral division are declared to
be deemed to be elected.

* If the Election
is a first Election,
omit from * to
the end of the
sentence.

Dated this day of , 18 .

Returning Officer.

FORM No. 5.

Notice of Poll.

[This form is for use where a Poll is taken for the election of
Guardians only.]

UNION.

ELECTION OF GUARDIANS

for the above Union in the year 18

{ *BOROUGH* } OF
{ URBAN DISTRICT }

DISTRICT ELECTORAL DIVISION OF

NOTICE IS HEREBY GIVEN—

1. That a poll for the election of guardians for the above-named district
electoral division will be held on the day of
18 , between the hours of and
2. That the number of guardians to be elected for the district electoral
division is

3. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows :—

* Insert particulars as to each Candidate for the District Electoral Division whose nomination is valid, and who has not withdrawn his candidature.

Names of Candidate (Surname first).*	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Secunder (Surname first).

4. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election will be (*insert colour*).

Dated this day of 18 .

Returning Officer, *or*
Deputy Returning Officer.

Office for purpose of election.

FORM No. 6.

Notice of Poll.

[This form may be used where polls are taken together for the election of a county councillor [*or* councillors] and that of guardians.]

COUNTY OF

COUNTY ELECTORAL DIVISION OF

{ *BOROUGH* } OF
{ *URBAN DISTRICT* }

DISTRICT ELECTORAL DIVISION OF

ELECTION OF A COUNTY COUNCILLOR [*or* COUNCILLORS]
for the above-named COUNTY ELECTORAL DIVISION and of GUARDIANS
for the above-named DISTRICT ELECTORAL DIVISION in the
year 18 .

NOTICE IS HEREBY GIVEN—

1. That polls for the election of a County Councillor [*or* Councillors] for the above-named County Electoral Division and for that of Guardians for the above-named District and Electoral Division will be held on , the day of 18 , between the hours of and
2. That County Councillor [*or* Councillors] will be elected for the County Electoral Division
3. That the number of guardians to be elected for the District Electoral Division is

4. That the names in alphabetical order, places of abode, and descriptions of the candidates for election, and the names of their respective proposers and seconders are as follows :—

As COUNTY COUNCILLOR [or COUNCILLORS].

Names of Candidate (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

AS GUARDIANS.

Names of Candidate (Surname first).	Place of Abode.	Description.	Names of Proposer (Surname first).	Names of Seconder (Surname first).

5. The poll will be taken by ballot, and the colour of the ordinary ballot paper used in the election of a County Councillor [or Councillors] will be [insert colour], and of that used in the election of guardians will be [insert colour].

Dated this day of , 18 .

**Returning Officer
for the election of Guardians,
Deputy Returning Officer for the election
of County Councillors.**

Office for purpose of election.

FORM No. 7.

Declaration of Result of Poll.

UNION.

{ *Borough* } OF
 { URBAN DISTRICT }
 ELECTION OF GUARDIANS in the said { *Borough* } of
 { Urban District }

for the above Union in the year 18 .

DISTRICT ELECTORAL DIVISION OF

I, the undersigned, being the Returning Officer [or Deputy Returning Officer duly authorised in that behalf] at the poll for the election of Guar-

dians for the said District Electoral Division held on the day
of , 18 , do hereby give notice that the number of votes
recorded for each candidate at the election is as follows :—

Names of Candidates.		Places of Abode.	Number of Votes Recorded.
Surnames.	Other Names.		

And I do hereby declare that the said
are duly elected Guardians for the said District Electoral Division.

Dated this day of , 18 .

Returning Officer
[or Deputy Returning Officer].

FORM No. 8.

Notice of Result of Election.

UNION.

{ *BOROUGH* } OF
{ URBAN DISTRICT }

ELECTION OF GUARDIANS

in the above-named { *Borough*
Urban District, } for the said Union in the year 18 .

* If the Election
is a first Election,
omit these words
and column 7.

I, the undersigned, being the Returning Officer at the election of Guar-
dians for the said { *Borough*
Urban District, } do hereby give notice that the candi-
dates whose names are entered in column 6 of the Statement hereunder,
opposite to the names of the District Electoral Divisions in which polls
have been taken, have been declared duly elected Guardians ; and I hereby
declare that the persons whose names are entered in the said column [or in
column 7]* opposite to the names of District Electoral Divisions where no
polls have been taken were duly elected [or are to be deemed to be re-
elected],* Guardians for the same.

District Electoral Divisions.	Names of Candidates.		Places of Abode.	Number of Votes recorded	Names of Candi- dates elected.	Names of retiring Guardians deemed to be re-elected.
	Surnames.	Other Names.				
1.	2.	3.	4.	5.	6.	7.

Dated this day of , 18 .

Returning Officer.

Third Schedule.

PROVISIONS OF THE BALLOT ACT, 1872,* AS ADAPTED AND ALTERED IN
THEIR APPLICATION TO THE ELECTION OF GUARDIANS.

PROCEDURE AT ELECTIONS OF GUARDIANS.

Poll at Elections.

2. The ballot of each voter shall consist of a paper (in this Act called a ballot paper) showing the names and description of the candidates. Each ballot paper shall have a number printed on the back, and shall have attached a counterfoil with the same number printed on the face. At the time of voting, the ballot paper shall be marked on both sides with an official mark, and delivered to the voter within the polling station, and the number of such voter on the register of voters shall be marked on the counterfoil, and the voter having secretly marked his vote on the paper, and folded it up so as to conceal his vote, shall place it in a closed box in the presence of the officer presiding at the polling station (in this Act called "the presiding officer") after having shown to him the official mark at the back.

If in the register of electors the same number is placed opposite to the name of more than one elector, the returning officer shall put a distinguishing mark on each part of the register which contains numbers used in other parts of the register, and when the number of any voter on any part of the register is entered on the counterfoil of a ballot paper, the mark on that part shall also be entered thereon.

Any ballot paper which has not on its back the official mark, or on which votes are given to more candidates than the voter is entitled to vote for, or on which anything, except the said number on the back, is written or marked, by which the voter can be identified, shall be void and not counted.

After the close of the poll the ballot boxes shall be sealed up, so as to prevent the introduction of additional ballot papers, and shall be taken charge of by the returning officer, and that officer shall, in the presence of such agents, if any, of the candidates as may be in attendance, open the ballot boxes, and ascertain the result of the poll by counting the votes given to each candidate, and shall forthwith declare to be elected the candidates or candidate, to whom the majority of votes have been given. The decision of the returning officer as to any question arising in respect of any ballot paper shall be final, subject to reversal on petition questioning the election or return.

OFFENCES.

Offences in respect of Ballot Papers and Ballot Boxes.

3. Every person who—

- (1) Forges or counterfeits or fraudulently defaces or fraudulently destroys any ballot paper, or the official mark on any ballot paper ; or
- (2) Without due authority supplies any ballot paper to any person ; or
- (3) Fraudulently puts into any ballot box any paper other than the ballot paper which he is authorised by law to put in ; or
- (4) Fraudulently takes out of the polling station any ballot paper ; or
- (5) Without due authority destroys, takes, opens, or otherwise interferes with any ballot box or packet of ballot papers then in use for the purposes of the election ;

shall be guilty of a misdemeanour, and be liable, if he is a returning officer or an officer or clerk in attendance at a polling station, to imprisonment for any term not exceeding two years, with or without hard labour, and if he is any other person, to imprisonment for any term not exceeding six months, with or without hard labour.

* 35 & 36 Vict. c. 33.

Any attempt to commit any offence specified in this section shall be punishable in the manner in which the offence itself is punishable.

In any indictment or other prosecution for an offence in relation to the ballot boxes, ballot papers, and marking instruments at an election, the property in such papers, boxes, and instruments may be stated to be in the returning officer at such election, as well as the property in the counterfoils.

Infringement of Secrecy.

4. Every officer, clerk, and agent in attendance at a polling station shall maintain and aid in maintaining the secrecy of the voting in such station, and shall not communicate, except for some purpose authorised by law, before the poll is closed, to any person any information as to the name or number on the register of electors of any elector who has or has not applied for a ballot paper or voted at that station, or as to the official mark, and no such officer, clerk or agent, and no person whosoever, shall interfere with or attempt to interfere with a voter when marking his vote, or otherwise attempt to obtain in the polling station information as to the candidate for whom any voter in such station is about to vote or has voted, or communicate at any time to any person any information obtained in a polling station as to the candidate for whom any voter in such station is about to vote or has voted, or as to the number on the back of the ballot paper given to any voter at such station. Every officer, clerk, agent, and person in attendance at the counting of the votes shall maintain and aid in maintaining the secrecy of the voting, and shall not attempt to ascertain at such counting the number on the back of any ballot paper, or communicate any information obtained at such counting as to the candidate for whom any vote is given in any particular ballot paper. No person shall directly or indirectly induce any voter to display his ballot paper after he has marked the same, so as to make known to any person the name of the candidate for or against whom he has so marked his vote.

Every person who acts in contravention of the provisions of this section shall be liable, on summary conviction before two justices of the peace, to imprisonment for any term not exceeding six months, with or without hard labour.

USE OF SCHOOL AND PUBLIC ROOM FOR POLL.

6. The returning officer at an election of guardians may use, free of charge, for the purpose of taking the poll, hearing objections to nomination papers, and for counting the votes at such election, any room in a school receiving a grant out of moneys provided by Parliament, and any room the expense of maintaining which is payable out of any local rate, but he shall make good any damage done to such room, and defray any expense incurred by the person or body of persons, corporate or unincorporate, having control over the same on account of its being used for the purpose of taking the poll or for counting the votes as aforesaid. This section shall not apply to any school adjoining or adjacent to any church or other place of worship, nor to any school connected with a convent or other religious establishment.

The use of any room in an unoccupied house for taking the poll shall not render any person liable to be rated or to pay any rate for such house.

DUTIES OF RETURNING AND ELECTION OFFICERS.

General Powers and Duties of Returning Officer.

8. Subject to the provisions of this Act, every returning officer shall provide such nomination papers, polling stations, ballot boxes, ballot papers, stamping instruments, copies of register of electors, and other things, appoint and pay such officers, and do such other acts and things as may be necessary for effectually conducting the election.

Every deputy returning officer shall, in so far as he acts as returning officer, be deemed to be included in the term returning officer.

Keeping of Order in Station.

9. If any person misconducts himself in the polling station, or fails to obey the lawful orders of the presiding officer, he may immediately, by order of the presiding officer, be removed from the polling station by any constable in or near that station, or any other person authorised in writing by the returning officer to remove him; and the person so removed shall not, unless with the permission of the presiding officer, again be allowed to enter the polling station during the day.

Any person so removed as aforesaid, if charged with the commission in such station of any offence, may be kept in custody until he can be brought before a justice of the peace.

Provided that the powers conferred by this section shall not be exercised so as to prevent any elector who is otherwise entitled to vote at any polling station from having an opportunity of voting at such station.

Powers of Presiding Officer and Administration of Oaths, &c.

10. For the purpose of the adjournment of the poll, a presiding officer shall have the power by law belonging to a deputy returning officer in a parliamentary election; and any presiding officer and any clerk appointed by the returning officer to attend at a polling station shall have the power of asking the questions and administering the oath authorised by law to be asked of and administered to voters, and any justice of the peace and any returning officer may take and receive any declaration authorised by this Act to be taken before him.

Liability of Officers for Misconduct.

11. Every returning officer, presiding officer, and clerk who is guilty of any wilful misfeasance or any wilful act or omission in contravention of this Act shall, in addition to any other penalty or liability to which he may be subject, forfeit to any person aggrieved by such misfeasance, act, or omission a penal sum not exceeding one hundred pounds.

No returning officer or officer appointed by him in connexion with the election of guardians for any electoral division, nor any partner or clerk of any such officer, shall act as agent for any candidate in the management or conduct of his election as a guardian. If any returning officer or officer appointed by him, or the partner or clerk of any such officer shall so act he shall be guilty of a misdemeanour.

MISCELLANEOUS.

Prohibition of Disclosure of Vote.

12. No person who has voted at an election shall, in any legal proceeding to question the election or return, be required to state for whom he has voted.

Non-compliance with Rules.

13. No election shall be declared invalid by reason of a defect in the title or appointment of the returning officer or deputy returning officer, or of a non-compliance with the rules contained in the first schedule to this Act or in the Guardians (Ireland) Election Order, 1899, or any mistake in the use of the forms in the second schedule to this Act or in the said Order, if it appears to the tribunal having cognizance of the question that the election was conducted in accordance with the principles laid down in the body of this Act and of the Local Government (Ireland) Act, 1898, and that such non-compliance or mistake did not affect the result of the election.

PERSONATION.

Definition and Punishment of Personation.

24. The following enactments shall be made with respect to personation at an election of guardians :

It shall be the duty of the returning officer to institute a prosecution against any person whom he may believe to have been guilty of personation, or of aiding, abetting, counselling or procuring the commission of the offence of personation by any person, at the election for which he is returning officer, and the costs and expenses of the prosecutor and the witnesses in such case, together with compensation for their trouble and loss of time, shall be allowed by the court in the same manner in which courts are empowered to allow the same in cases of felony.

Sections 93 to 96, both inclusive, of the Representation of the People (Ireland) Act, 1850,* shall apply to personation at an election of guardians in the same manner as they apply to a person who knowingly personates and falsely assumes to vote in the name of another person as mentioned in the said Act, but with the substitution of the words "any agent appointed under the Guardians (Ireland) Election Order, 1899," for "any such agent so appointed as aforesaid" or for any reference to any such agent, and of "the presiding officer" for "the returning officer or his respective deputy."

EFFECT OF SCHEDULES.

28. The schedules to this Act, and the notes thereto, and directions therein shall be construed and have effect as part of this Act.

Schedules to Act.

First Schedule to Act.

RULES FOR ELECTIONS OF GUARDIANS.

The Poll.

15. For every district electoral division the returning officer shall, subject to the provisions of the Guardians (Ireland) Election Order, 1899, provide a sufficient number of polling stations for the accommodation of the electors entitled to vote at the election of guardians for such district electoral division, and shall distribute the polling stations amongst those electors in such manner as he thinks most convenient.

17. A separate room or separate booth may contain a separate polling station, or several polling stations may be constructed in the same room or booth.

18. No person shall be admitted to vote at any polling station except the one allotted to him.

20. The returning officer shall provide each polling station with materials for voters to mark the ballot papers, with instruments for stamping thereon the official mark, and with copies of the register of voters, or such part thereof as contains the names of the voters allotted to vote at such station. He shall keep the official mark secret.

21. The presiding officer appointed to preside at each station shall keep order at his station, shall regulate the number of electors to be admitted at a time, and shall exclude all other persons except the clerks, the agents of the candidates, and the constables on duty.

* 13 & 14 Vict. c. 69.

22. Every ballot paper shall contain a list of the candidates described as in their respective nomination papers, and arranged alphabetically in the order of their surnames, and (if there are two or more candidates with the same surname) of their other names ; it shall be in the form set forth in the second schedule to this Act, or as near thereto as circumstances admit, and shall be capable of being folded up.

23. Every ballot box shall be so constructed that the ballot papers can be introduced therein, but cannot be withdrawn therefrom without the box being unlocked. The presiding officer at any polling station, just before the commencement of the poll, shall show the ballot box empty to such persons, if any, as may be present in such station, so that they may see that it is empty, and shall then lock it up, and place his seal upon it in such manner as to prevent its being opened without breaking such seal, and shall place it in his view for the receipt of ballot papers, and keep it so locked and sealed.

24. Immediately before a ballot paper is delivered to an elector, it shall be marked on both sides with the official mark, either stamped or perforated, and the number, name, and description of the elector as stated in the copy of the register shall be called out, and the number of such elector, together with the distinguishing mark, if any, of the part of the register in which the number occurs, shall, as required by Section 2 of this Act, as adapted, be marked on the counterfoil, and a mark shall be placed in the register against the number of the elector, to denote that he has received a ballot paper, but without showing the particular ballot paper which he has received.

25. The elector, on receiving the ballot paper, shall forthwith proceed into one of the compartments in the polling station, and there mark his paper, and fold it up so as to conceal his vote, and shall then put his ballot paper so folded up, into the ballot box ; he shall vote without undue delay, and shall quit the polling station as soon as he has put his ballot paper into the ballot box.

26. The presiding officer, on the application of any voter who is incapacitated by blindness or other physical cause from voting in manner prescribed by this Act, or (if the poll be taken on Saturday) of any voter who declares that he is of the Jewish persuasion, and objects on religious grounds to vote in manner prescribed by this Act, or of any voter who makes such a declaration as hereinbefore mentioned that he is unable to read, shall, in the presence of the agents of the candidates cause the vote of such voter to be marked on a ballot paper in manner directed by such voter, and the ballot paper to be placed in the ballot box, and the name and number on the register of voters of every voter whose vote is marked in pursuance of this rule, and the reason why it is so marked, shall be entered on a list, in this Act, called " the list of votes marked by the presiding officer."

The said declaration, in this Act referred to as " the declaration of inability to read," shall be made by the voter at the time of polling, before the presiding officer, who shall attest it in the form herein-after mentioned, and no fee, stamp, or other payment shall be charged in respect of such declaration, and the said declaration shall be given to the presiding officer at the time of voting.

27. If a person, representing himself to be a particular elector named on the register, applies for a ballot paper after another person has voted as such elector, the applicant shall, upon duly answering the questions permitted by the Guardians (Ireland) Election Order, 1899, to be asked of voters at the time of polling, and upon taking an oath in the form herein-after set out, which the presiding officer shall administer, be entitled to mark a ballot paper in the same manner as any other voter, but the ballot paper (in this Act called a tendered ballot paper) shall be of a colour differing from the other ballot papers, and, instead of being put into the ballot box, shall be given to the presiding officer and endorsed by him with the name of the voter and his number in the register of voters, and set aside in a separate

packet and shall not be counted by the returning officer. And the name of the voter and his number on the register shall be entered on a list, in this Act called the tendered votes list.

The oath shall be administered in the following form :—

“ You do swear that you are the same person whose name appears as *A.B.* on the register of and that you have not already voted at the present election of guardians or at the election of rural district councillors or guardians in this or any other district electoral division in the Union.

“ So HELP YOU GOD.”

Provided that any person entitled to affirm in lieu of taking an oath may affirm in the following form :—

“ I, *A.B.*, do solemnly, sincerely, and truly declare and affirm that I am the same person whose name appears as *A.B.*, on the register of electors for the electoral division of and that I have not already voted at the present election of guardians, or at the election of rural district councillors or guardians in this or any other electoral division in the Union.”

28. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot be conveniently used as a ballot paper may, on delivering to the presiding officer the ballot paper so inadvertently dealt with, and proving the fact of the inadvertence to the satisfaction of the presiding officer, obtain another ballot paper in the place of the ballot paper so delivered up (in this Act called a spoilt ballot paper), and the spoilt ballot paper shall be immediately cancelled.

29. The presiding officer of each station, as soon as practicable after the close of the poll, shall make up into separate packets sealed with his seal,—

- (1) Each ballot box in use at his station, unopened but with the key attached ; and
- (2) The unused and spoilt ballot papers, placed together ; and
- (3) The tendered ballot papers ; and
- (4) The marked copies of the register of electors, and the counterfoils of the ballot papers ; and
- (5) The tendered votes and the list of votes marked by the presiding officer and a statement of the number of the voters whose votes are so marked by the presiding officer under the heads “ physical incapacity,” “ Jews,” and “ unable to read,” and the declarations of inability to read ;

and shall deliver such packets to the returning officer, or deputy returning officer, by whom the votes are to be counted, unless he is himself such officer.

30. The packets shall be accompanied by a statement made by such presiding officer, showing the number of ballot papers entrusted to him, and accounting for them under the heads of ballot papers in the ballot box, unused, spoilt, and tendered ballot papers, which statement is in this Act referred to as the ballot paper account.

Counting Votes.

31. Each candidate may appoint an agent to attend the counting of the votes.

32. The returning officer shall make arrangements for counting the votes in the presence of the agents of the candidates as soon as practicable after the close of the poll, and shall give to the agents of the candidates appointed to attend at the counting of the votes notice in writing of the time and place at which he will begin to count the same.

33. The returning officer, his assistants and clerks, the agents of the candidates, any person to whom Rule 51 of this schedule applies, and no other person, except with the sanction of the returning officer, may be present at the counting of the votes.

34. Before the returning officer proceeds to count the votes given at a poll for the election of guardian, he shall, in the presence of the agents of the candidates, open each ballot box, and taking out the papers therein, shall count and record the number thereof, and then mix together the whole of the ballot papers contained in the ballot boxes. He shall then proceed to count the votes.

The returning officer, while counting and recording the number of ballot papers and counting the votes, shall keep the ballot papers with their faces upwards, and take all proper precautions for preventing any person from seeing the numbers printed on the backs of such papers.

35. The returning officer shall, so far as practicable, proceed continuously with counting the votes, allowing only time for refreshment, and excluding, if and so far as he thinks it necessary, the hours between the close of the poll and nine o'clock on the succeeding morning. During the excluded time the returning officer shall place the ballot papers and other documents relating to the election under his own seal and the seals of such of the agents of the candidates as desire to affix their seals, and shall otherwise take proper precautions for the security of such papers and documents.

36. The returning officer shall endorse "rejected" on any ballot paper which he may reject as invalid, and shall add to the endorsement "rejection objected to," if an objection be in fact made by any agent to his decision. The returning officer shall draw up a statement showing the number of ballot papers rejected and not counted by him under the several heads of—

1. Want of official mark ;
2. Voting for more candidates than entitled to ;
3. Writing or mark by which the voter could be identified ;
4. Unmarked or void for uncertainty ;

and shall on request allow any agents of the candidates to copy such statement. If the votes are counted by a deputy returning officer he shall, with the declaration of the result of the poll, report to the returning officer the number of ballot papers rejected and not counted by him, under the above heads, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it.

37. Upon the completion of the counting the returning officer shall seal up in separate packets the counted and rejected ballot papers. He shall not open the sealed packet of tendered ballot papers or marked copy of the register of voters and counterfoils, but shall proceed, in the presence of the agents of the candidates, to verify the ballot paper account given by each presiding officer by comparing it with the number of ballot papers recorded by him as aforesaid and the unused and spoilt ballot papers in his possession and the tendered votes list, and shall reseal each sealed packet after examination. The returning officer shall draw up a statement as to the result of such verification, and shall, on request, allow any agents of the candidates to copy it.

If the votes are counted by a deputy returning officer, he shall report to the returning officer the result of the verification, and no such statement as aforesaid shall be drawn up by the returning officer. The deputy returning

officer shall, on request, allow any agents of the candidates, before such report is sent in, to copy it. He shall with his report send to the returning officer the sealed packets of counted and rejected ballot papers, and the unopened sealed packets which he has received from any presiding officer.

38. Lastly, the returning officer shall carefully preserve for the period hereinafter mentioned all the packets of ballot papers in his possession, together with the said reports, the ballot paper accounts, tendered votes lists, lists of votes marked by the presiding officer, statements relating thereto, declarations of inability to read, and packets of counterfoils, and marked copies of registers, endorsing on each packet a description of its contents and the date of the election to which they relate, and the name of the district for which such election was held.

39. The returning officer shall retain for six months all documents relating to an election of guardians and then, unless otherwise directed by an order of a court having jurisdiction in the matter, or of any tribunal in which the election is questioned, shall cause them to be destroyed.

40. No person shall be allowed to inspect any rejected ballot papers in the custody of the returning officer, except under the order of the court or tribunal aforesaid, to be granted by such court or tribunal on being satisfied by evidence on oath that the inspection or production of such ballot papers is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a petition questioning an election or return; and any such order for the inspection or production of ballot papers may be made subject to such conditions as to persons, time, place, and mode of inspection or production as the court or tribunal making the same may think expedient, and shall be obeyed by the returning officer.

41. No person shall, except by order of a court, or of any tribunal having cognizance of any question relating to the election, open the sealed packet of counterfoils after the same has been once sealed up, or be allowed to inspect any counted ballot papers in the custody of the returning officer. Such order may be made subject to such conditions as to persons, time, place, and mode of opening or inspection as the court or tribunal making the order may think expedient: Provided that on making and carrying into effect any such order, care shall be taken that the mode in which any particular elector has voted shall not be discovered until he has been proved to have voted, and his vote has been declared by a competent court to be invalid.

42. All documents in the custody of a returning officer in pursuance of this Act, other than ballot papers and counterfoils, shall be open to public inspection at such time and under such regulations as may have been or may hereafter be prescribed by the council of the county, or county borough, in which the electoral division is situate, and the returning officer shall supply copies of or extracts from the said documents to any person demanding the same, on payment of such fees and subject to such regulations as may have been or may hereafter be prescribed by the county council.

43. Where an order is made for the production by the returning officer of any document in his possession relating to any specified election of guardians, the production by such officer or his agent of the document ordered, in such manner as may be directed by such order, or by an order of the court having power to make such first-mentioned order, shall be conclusive evidence that such document relates to the specified election; and any endorsement appearing on any packet of ballot papers produced by such returning officer or his agent shall be evidence of such papers being what they are stated to be by the endorsement. The production from proper custody of a ballot paper purporting to have been used at any election, and of a counterfoil marked with the same printed number and having a number marked thereon in writing, shall be *prima facie* evidence that the person who voted by such ballot paper was the person who at the time of such election had affixed to his name in the register of voters at such election the same number as the number written on such counterfoil.

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General Provisions.

47. If the returning officer presides at any polling station, the provisions of this Act relating to a presiding officer shall apply to such returning officer with the necessary modifications as to things to be done by the returning officer to the presiding officer, or the presiding officer to the returning officer.

48. The returning officer may, in addition to any clerks, appoint competent persons to assist him in counting the votes.

49. No person shall be appointed by a returning officer for the purposes of an election who has been employed by any other person in or about the election.

50. The presiding officer may do, by the clerks appointed to assist him, any act which he is required or authorised to do by this Act at a polling station except ordering the arrest, exclusion, or ejection from the polling station of any person.

51. A candidate may himself undertake the duties which any agent of his, if appointed under Rule 31 of this schedule, might have undertaken, and may, if he does not appoint such an agent, be present at the counting of the votes, or may himself take the place of such agent: Provided that any persons acting under this rule may at any time, before so acting, make the statutory declaration as to secrecy required by Rule 54 of this schedule, but he shall not so act until he has made such declaration.

52. The name and address of every agent of a candidate appointed to attend the counting of the votes shall be transmitted to the returning officer one clear day at the least before the opening of the poll; and the returning officer may refuse to admit to the place where the votes are counted any agent whose name and address has not been so transmitted, notwithstanding that his appointment may be otherwise valid, and any notice required to be given to an agent by the returning officer may be delivered at or sent by post to such address.

53. If any person appointed an agent for the purposes of attending a polling station or at the counting of the votes dies, or becomes incapable of acting during the time of the election, another agent may be appointed in his place, and notice shall forthwith be given to the returning officer in writing of the name and address of any agent so appointed.

54. Every returning officer, and every officer, clerk, or agent authorised to attend at a polling station, and also every officer, clerk, or agent authorised to attend at the counting of the votes, shall, before the opening of the poll, make a statutory declaration of secrecy, in the presence, if he is the returning officer, of a justice of the peace, and if he is any other officer or an agent, of a justice of the peace or of the returning officer; but no such returning officer, clerk, or agent as aforesaid shall, save as aforesaid, be required, as such, to make any declaration or take any oath on the occasion of any election.

55. Where in this Act any expressions are used requiring or authorising or inferring that any act or thing is to be done in the presence of the agents of the candidates, such expressions shall be deemed to refer to the presence of such agents of the candidates as may be authorised to attend, and as have in fact attended, at the time and place where such act or thing is being done, and the non-attendance of any agents or agent at such time and place shall not, if such act or thing be otherwise duly done, in anywise invalidate the act or thing done.

Second Schedule to Act.

Note.—The forms contained in this schedule, or forms as nearly resembling the same as circumstances will admit, shall be used in all cases to which they refer and are applicable, and when so used shall be sufficient in law.

Form of Ballot Paper.

Form of Front of Ballot Paper.

ELECTION OF GUARDIANS.

Counterfoil No.

NOTE—

*The counterfoil
is to have a num-
ber to correspond
with that on the
back of the Ballot
Paper.*

1	BROWN (John Brown, of Water Lane, Agricultural Labourer.)
2	GREEN (Robert Green, of Blackrock, Shoemaker.)
3	JONES (William David Jones, of Claygate Farm, Farmer.)
4	MERTON (Hon. George Travis, commonly called Viscount Merton, of Fitzwilliam Square, Dublin, Gentleman.)
5	ROBINSON (Henry Robinson, of High Street, Grocer.)
6	SMITH (Mary Elizabeth Smith, of Lavender Cottage, Married Woman).

Form of Back of Ballot Paper.

No.

Election of Guardians for the

District Electoral Division

of

, 18

Note.—The number on the ballot paper is to correspond with that on the counterfoil.

Directions as to printing Ballot Paper.

Nothing is to be printed on the ballot paper except in accordance with this schedule.

The surname of each candidate, and if there are two or more candidates of the same surname, also the other names of such candidates, shall be printed in large characters, and the names, places of abode, and descriptions, and the number on the back of the paper, shall be printed in small characters.

Form of Directions for the Guidance of the Voter in voting, which shall be printed in conspicuous Characters, and placarded outside every Polling Station and in every Compartment of every Polling Station.

The voter may vote for candidates as guardians.

The voter will go into one of the compartments, and, with the pencil provided in the compartment, place a cross on the right-hand side, opposite the name of each candidate for whom he votes, thus X.

The voter will then fold up the ballot paper so as to show the official mark on the back, and leaving the compartment will, without showing the front of the paper to any person, show the official mark on the back to the presiding officer, and then, in the presence of the presiding officer, put the paper into the ballot box and forthwith quit the polling station.

If the voter inadvertently spoils a ballot paper, he can return it to the officer, who will, if satisfied of such inadvertence, give him another paper.

If the voter votes for more than candidates, or places any mark on the paper by which he may be afterwards identified, his ballot paper will be void, and will not be counted.

If the voter takes a ballot paper out of the polling station or deposits in the ballot box any other paper than the one given him by the officer, he will be guilty of a misdemeanor, and be subject to imprisonment for any term not exceeding six months, with or without hard labour.

Note.—These directions shall be illustrated by examples of the ballot paper.

Form of Statutory Declarations of Secrecy.

I solemnly promise and declare, that I will not at this election of guardians for the district electoral division of do anything forbidden by section four of the Ballot Act, 1872, which has been read to me.

Note.—The section must be read to the declarant by the person taking the declaration. One declaration may be made by the returning officer in respect of all the district electoral divisions for which he is returning officer.

Form of Declaration of inability to read.

I, *A.B.*, of _____, being numbered _____ on the
register of electors for the district electoral division of _____
do hereby declare that I am unable to read.

A.B., his mark.

day of _____ 18 ____.

I, the undersigned, being the presiding officer for the _____ polling
station for the district electoral division of _____, do hereby
certify that the above declaration, having been first read to the above-named
A.B., was signed by him in my presence with his mark.

Signed, *C.D.*,

Presiding officer for _____ polling station for the
district electoral division of _____,
or _____,

day of _____, 18 ____.

Fourth Schedule

SECTIONS 74 AND 75 OF THE MUNICIPAL CORPORATIONS ACT, 1882,* AS
ADAPTED AND ALTERED IN THEIR APPLICATION TO THE ELECTION OF
GUARDIANS.

Offences in relation to Nomination Papers.

74.—(1) If any person forges or fraudulently defaces or fraudulently
destroys any nomination paper, or delivers to the returning officer any forged
nomination paper, knowing it to be forged, he shall be guilty of a misde-
meanor, and shall be liable to imprisonment for any term not exceeding six
months, with or without hard labour.

(2) An attempt to commit any such offence shall be punishable as the
offence is punishable.

Neglect of Duty by Returning Officer or Deputy Returning Officer.

75.—(1) If a person who has undertaken to act as returning officer, or
deputy returning officer, at an election of guardians, neglects or refuses to
conduct or declare the election in manner provided by the Local Government
(Ireland) Act, 1898, and the Guardians (Ireland) Election Order, 1899, he
shall for every such offence be liable to a fine not exceeding one hundred
pounds, recoverable by action.

(2) An action under this section shall not lie after three months from
the neglect or refusal.

* 45 & 46 Vict. c. 50.

**ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND,
DATED MARCH 13, 1899, APPOINTING THAT THE PRO-
VISIONS OF SECTION 24 OF THE LOCAL GOVERNMENT
(IRELAND) ACT, 1898,* WHICH ABOLISHES THE OFFICE
OF EX-OFFICIO GUARDIAN SHALL NOT COME INTO OPER-
ATION UNTIL THE DAY OF THE FIRST MEETING OF
GUARDIANS AFTER FIRST ELECTION OF RURAL DISTRICT
COUNCILLOR.**

1899. No. 230.

In exercise of the power given to us by the Local Govern-
ment (Ireland) Act, 1898, Section 124, we, the Local Govern-
ment Board for Ireland, hereby order and appoint that so
much of Section 24 of the said Act as provides that there shall
be no ex-officio guardians of a union shall not come into opera-
tion until the day of the first meeting of the board of guardians
after the first election, under the Act, of rural district
councillors.

Given under our hands and seal of Office, this thirteenth
day of March, in the year of our Lord One Thousand
Eight Hundred and Ninety-nine.

(L.S.)

*G. W. Balfour,
H. A. Robinson.*

**THE COUNTY AND RURAL DISTRICT COUNCILLORS (IRELAND)
NO. 2 ELECTION ORDER, 1899, DATED FEBRUARY 16, 1899,
REGULATING THE ELECTION OF RURAL DISTRICT COUN-
CILLORS WHO ARE THE GUARDIANS IN RURAL DIS-
TRICTS.**

1899. No. 131.

[This Order is printed under the heading "Local Govern-
ment, Ireland."]

**ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND,
DATED APRIL 7, 1902, DECLARING THE NUMBER OF
GUARDIANS TO BE ELECTED FOR CERTAIN DISTRICT
ELECTORAL DIVISIONS IN URBAN COUNTY DISTRICTS.***

1902. No. 315.

To the Councils of the several Urban Districts mentioned
in the Schedule hereunto annexed; and to all others
whom it may concern :

Whereas by Section 24(c) of the Local Government (Ireland)
Act, 1898† (hereinafter referred to as the Act), it is enacted in

* See also the Order of February 4, 1899, printed as amended by Order
dated February 22, 1899, at p. 48 above.

† 61 & 62 Vict. c. 37.

effect that, where the Local Government Board for Ireland constitute any urban county district or part thereof a district electoral division they may assign to that division two or more guardians.

And whereas we the said Local Government Board have constituted the several urban county districts and parts of such districts mentioned in the second column of the schedule hereunto annexed district electoral divisions by the names mentioned in the third column of the said schedule :

Now, therefore, we, the Local Government Board for Ireland in the exercise of the powers given to us by the above-cited Section 24 (c) of the Act and by all other statutes enabling us in this behalf do hereby assign to each district electoral division mentioned in the third column of the schedule hereunto annexed the number of guardians set down in the fourth column of the said schedule opposite to the name of such district electoral division.

Schedule.

Union.	Urban District.	District Electoral Division.	Number of Guardians assigned.
1.	2.	3.	4.
Athy - - -	Athy - - -	Athy East Urban - -	2
	" - - -	Athy West Urban - -	2
Ballina - -	Ballina - -	Ardnaree South Urban -	2
	" - - -	Ballina Urban - -	2
Garrickmacross -	Carrickmacross -	Carrickmacross Urban -	4
Castlebar - -	Castlebar - -	Castlebar Urban - -	2
Castleblayney -	Castleblayney -	Castleblayney Urban -	2
Cavan - - -	Cavan - - -	Cavan Urban - -	2
Cookstown - -	Cookstown - -	Cookstown Urban - -	2
Dungannon - -	Dungannon - -	Dungannon - -	3
Longford - -	Longford - -	Longford No. 1 Urban -	3
	" - - -	Longford No. 2 Urban -	2
Macroon - - -	Macroon - - -	Macroon - - -	4
Middleton - -	Middleton - -	Middleton Urban - -	5
Naas - - -	Naas - - -	Naas Urban - -	4
Nenagh - - -	Nenagh - - -	Nenagh East Urban - -	3
	" - - -	Nenagh West Urban - -	3
Omagh - - -	Omagh - - -	Omagh Urban - -	3
Skibbereen - -	Skibbereen - -	Skibbereen Urban - -	4
Strabane - -	Strabane - -	Strabane - -	4
Tipperary - -	Tipperary - -	Tipperary East Urban -	3
	" - - -	Tipperary West Urban -	3
Tullamore - -	Tullamore - -	Tullamore Urban - -	4
Westport - -	Westport - -	Westport Urban - -	2

Given under our seal of office, this seventh day of April,
in the year of our Lord One thousand nine hundred
and two.

(L.S.)

(Signed), *H. A. Robinson.*

ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND
DATED APRIL 7, 1902, AS TO THE DAY OF ELECTION
OF GUARDIANS IN COUNTY BOROUGHS.

1902. No. 317.

Whereas by Section 24 (b) of the Local Government (Ireland) Act, 1898,* (herein-after referred to as the Act) it is enacted that in an urban district the guardians for any district electoral division therein shall be elected by the local government electors for that division subject to the like provisions in the like manner and at the like time as district councillors for a rural district :

And whereas by an Order under our seal made in pursuance of Article 5 of the schedule to the Local Government (Application of Enactments) Order, 1898,† and bearing date the seventh day of February 1899,‡ we, the said Local Government Board did order that subject to any directions which might be given by us the rules in our said Order contained should be observed in connection with the election of guardians in urban districts in Ireland :

And whereas it is necessary that further directions should be given with respect to the election of guardians in certain urban districts being county boroughs :

Now, therefore, in pursuance of the powers reserved to us by our said Order we the Local Government Board for Ireland do hereby order and direct as follows, that is to say :—

Where a union is situate in two administrative counties one of which is a county borough and the other a county at large the day of election of guardians in the county borough shall be that fixed by the council of the county at large for the election of rural district councillors in their county.

Where a union is situate in three administrative counties one of which is a county borough and the other two are counties at large the day of election of guardians in the county borough shall be such one of the days fixed by the councils of the counties at large for the election of rural district councillors in their respective counties as the council of the county borough may determine.

Given under our seal of office this seventh day of April,
in the year of our Lord One thousand nine hundred and two.

(L.S.)

(Signed), *H. A. Robinson.*

* 61 & 62 Vict. c. 37.

† This Order is printed under the title "Local Government, Ireland."

‡ Printed at p. 52 above.

(b) Meetings and Proceedings and Officers.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD, IRELAND,
DATED DECEMBER 18, 1882, FOR REGULATING THE MEET-
INGS AND PROCEEDINGS OF BOARDS OF GUARDIANS IN
IRELAND, AND THE APPOINTMENT AND DUTIES OF UNION
OFFICERS.*

To the Guardians of the Poor of the several unions named
in the Schedules hereunto annexed, and the officers of
such Unions ; and to all others whom it may concern :

Rescinding of
former Orders.

We, the Local Government Board for Ireland, in pursuance
of the authorities vested in us, by an Act passed in the second
year of the reign of Her Majesty, Queen Victoria, intituled,
an Act for the more effectual relief of the destitute poor in
Ireland, and by the other Acts in force for the relief of the
poor in Ireland,† and amending the said Act, and by the Local
Government Board (Ireland) Act, 1872,‡ do hereby rescind so
much of every Order heretofore issued by the Poor Law Com-
missioners, or the Commissioners for administering the laws
for relief of the poor in Ireland, or the Local Government
Board for Ireland, to the several unions named in the schedule
hereunto annexed, and now in force, as is in any way affected or
altered by the regulations herein contained, except so far as
the same may have authorised the making of any contract not
yet executed, or the appointment of any of the existing officers,
or the giving and receiving of securities for the performance
of their duties.

And we do hereby order, direct, and declare, with respect
to each and every of the unions named in the said schedule, as
follows :—

Meetings of the Guardians.

Meetings of
guardians.

Article 1.—No guardian shall act in virtue of his office
otherwise than as a member, and at a meeting of the board of
guardians legally assembled.

Provided, however, that in cases where the consent of a
majority of the total number of the guardians of a union,
or where the consent of the guardian, or of a majority
of guardians, of any electoral division, is required by the
said Acts, it shall be lawful for any guardian to give his
consent otherwise than at a meeting of the board of
guardians.

* This Order was amended as to the election of chairmen, vice-chairmen,
and deputy vice-chairmen by Order dated March 26, 1900, printed at p. 113
below, and as to the appointment and duties of union officers by Order
dated July 5, 1901, printed at p. 116 below.

† The Poor Relief (Ireland) Act, 1838 (1 & 2 Vict. c. 56).

‡ 35 & 36 Vict. c. 69.

Provided, also, that this article shall not be construed to apply to cases in which the said Acts, or any orders of the Local Government Board may especially authorise a guardian to act otherwise than at a meeting of the board of guardians.

Article 2.—The guardians shall, upon the day of the week, and the hour of the day, and at the place already appointed for holding the ordinary meetings, hold an ordinary meeting once at least in every week, for the execution of their duties and may when they think fit, change the period, time, and place, with the consent of the Local Government Board previously had and obtained; provided, however, that if they shall think fit, the guardians may, with the previous consent of the Local Government Board, appoint more than one day in each week for the transaction of the ordinary business of the union.

Article 3.—*

Article 4.—If a chairman, vice-chairman, or deputy vice-chairman die, resign his office, or become incapable or disqualified to act as chairman, vice-chairman, or deputy vice-chairman before the expiration of his term of office, the guardians shall, within one month after the occurrence of the death, resignation, incapacity, or disqualification, and not sooner than seven days after such vacancy shall have been notified to the guardians at an ordinary meeting of the board, elect some other guardian to such office, as the case may require. Notice of the election to fill the vacancy shall be given to each guardian by the clerk to the guardians at least three days before the election shall take place: but no *ex-officio* guardian shall be deemed to vacate such office at the period prescribed by law for the election of *ex-officio* guardians, if he continue to act as *ex-officio* guardian at and after such period according to law.

Article 5.—If three guardians be not present at any meeting, an entry of that fact shall be made in the minute book by the clerk to the guardians, and the time for holding such meetings shall be deemed to have expired as soon as the said entry shall have been made. But one hour at least shall be allowed to elapse from the time fixed for the commencement of the meeting before such entry shall be made, and the clerk to the guardians shall report the fact of such failure of attendance to the Local Government Board on the following day.

Article 6.—If three or four or more guardians be present at any ordinary meeting, such three, or the majority of such four or more guardians, may adjourn the same to the day of the next ordinary meeting, or to some other day previous to the next ordinary meeting.

* Article 3, which related to the election of chairmen, vice-chairmen, and deputy vice-chairmen, was revoked by Order of March 26, 1900, printed at p. 113 below, which makes new regulations as to such elections.

Article 7.—An extraordinary meeting of the guardians may be summoned to be held at any time, upon the requisition of any two guardians, addressed to the clerk to the guardians. Every such requisition shall be made in writing, according to the Form B. hereunto annexed ; and no business, other than the business specified in the said requisition shall be transacted at such extraordinary meeting. Provided that an extraordinary meeting shall be summoned by the clerk to the guardians, on being required by the Local Government Board to summon such meeting.

Article 8.—Notice of every such extraordinary meeting, and notice of every change in the period, time, or place of holding any ordinary meeting, and notice of the adjournment of any meeting, shall be given in writing to every guardian. Every such notice shall be respectively according to the Forms C. D. and E. hereunto annexed, and shall be given or sent by the clerk to every guardian, or left at his place of abode two days, if practicable, before the day appointed for the meeting to which it relates ; but if any case of emergency should arise, requiring that an extraordinary meeting of the guardians should immediately take place, notice shall nevertheless be given to as many of the guardians as may be practicable, and they, or any three of them, shall meet at the ordinary place of meeting, and take such case into consideration, and may make an order or orders thereon.

•
Proceedings of the Board.

Proceedings
of the Board.

Article 9.—At every meeting, the chairman, or, in his absence, the vice-chairman, or in his absence, the deputy vice-chairman, shall preside ; and if at the commencement of any meeting, the chairman, vice-chairman, and deputy vice-chairman be absent, the guardians present shall elect one of themselves to preside at such meeting as chairman thereof, until the chairman, vice-chairman or deputy vice-chairman (as the case may be) may take the chair. In case the office of chairman, vice-chairman, or deputy vice-chairman shall be vacant at the commencement of any meeting, such vacancy shall be deemed to be equivalent to the absence of such officer for the purposes of this article.

Article 10.—Every question at any meeting of guardians shall be determined by a majority of the votes of the guardians present thereat and voting on the question ; and when there shall be an equal number of votes on any question, such question shall be deemed to have been lost ; but no act of any meeting of the guardians shall be valid unless three guardians at least be present, and if no greater number of guardians be present, unless they all of them concur therein ; and all such votes shall be given openly, and not by ballot or in any other secret manner.

Article 11.—The presiding chairman shall be entitled to give one vote upon each question that may be submitted to the guardians; but he shall not, under any circumstances, be entitled to any additional vote or casting vote.

Article 12.—No resolution previously agreed to or adopted by the board of guardians shall be rescinded, altered, or amended (except in pursuance of an Order, regulation, or request of the Local Government Board), unless some guardian shall have given to the board fourteen days' notice of a motion to rescind or alter such resolution; and such notice shall be in writing, and shall be forthwith entered on the minutes by the clerk, who shall, within seven days after such entry, forward a copy of the same to each guardian.

Provided always that this regulation shall not extend to any resolution which relates only to the admission into, or the discharge from, the workhouse, of any destitute person, or to any decision of the guardians arising on their examination, approval, or correction of the register of persons relieved.

Article 13.—The guardians may, from time to time (as occasion may require), appoint a committee to consider and report on any subject or matters referred to them, and the guardians shall name one member of every such committee to be chairman of the same; and such committee may meet at such times and places as to them may seem convenient; but no act or decision of any such committee shall be deemed to be the act of the board of guardians unless the same shall have been reported to, and expressly adopted by, the said board.

Article 14.—At every ordinary meeting of the guardians, the business (including any business which may have been adjourned from a previous meeting) shall be conducted in the following order :—

1stly.—The minutes of the last ordinary meeting, and of any other meeting which may have been held since such ordinary meeting, shall be read to the guardians and signed by the chairman presiding at the meeting at which such minutes are read; and an entry of the same, having been so read, shall be made in the minutes of the day when read.

2ndly.—The guardians shall examine and approve or correct (if necessary) the register book of persons admitted into and relieved in the workhouse, and the out-door relief register; and such register books, when so examined and approved or corrected shall be signed by the chairman, and countersigned by the clerk.

3rdly.—They shall receive and consider the report of the clerk or other officer upon the execution of all orders made by the board at such previous meeting, or any preceding meeting; and shall give such further directions thereon as may appear necessary.

4thly.—They shall examine the clerk's accounts, the treasurer's book of receipts and payments, the accounts of the collectors of rates, the accounts and other books of the master of the workhouse, the medical officer's weekly return book, the several relieving officers' accounts, and the accounts which may be required to be kept by any other officer in the union; and shall see that such of them as are required to be authenticated by the clerk are duly authenticated and signed by him; and they shall thereupon direct such check to be drawn on the treasurer, and such orders to be made on contractors, as may appear necessary to provide for the relief of the destitute poor in the workhouse, and by the relieving officers in their several districts; and every such check or order shall be signed by the presiding chairman and two guardians, and countersigned by the clerk.

5thly.—They shall consider and decide upon, and give the necessary directions respecting all provisional admissions into the workhouse since the last ordinary meeting of the guardians.

6thly.—They shall take into consideration the report of any district committee of guardians appointed under an Order of the Local Government Board to receive and examine applications for relief; and they shall further consider all applications for relief, and the particulars recorded in regard to each case in the application and report book of each relieving officer, and shall decide whether any, and, if so, what relief or further relief should be granted in each particular case, in pursuance of the laws for the relief of the poor; and the decision of the board shall be forthwith recorded in the said books, to be authorised by the signature or initials of the presiding chairman in the columns respectively provided for that purpose.

7thly.—They shall consider the report of the master of the workhouse, and order the discharge of such persons as appear to be no longer proper objects of relief, in the workhouse of the union.

8thly.—They shall examine the reports of the several officers, and the report of the visiting committee of the workhouse, and make such orders thereon respectively as may appear to them fitting and expedient.

9thly.—They shall take into consideration all letters addressed by the Local Government Board to the presiding chairman, or to the clerk of the union, and all other correspondence relating to the business of the union:

and the receipt and substance of such letters or communications, with such directions as the board may give thereon, shall be recorded on the minutes.

10thly.—They shall, subject to the approval of the Local Government Board, determine the kind of work to be performed by the persons admitted into the workhouse, and give all needful directions concerning the management and discipline of the workhouse of the union, and the providing of furniture and stores, and other articles.

11thly.—They shall proceed to examine and select from amongst the candidates presenting themselves before them, competent persons to fill any vacancy or vacancies that may exist amongst the officers, whom the guardians are legally empowered to appoint, due notice having been previously given of such election, as herein-after provided.

12thly.—They shall transact any business connected with the administration of the laws for the relief of the poor in the union, and consider any resolution proposed by any guardian relating to the business of the union, but not having immediate reference to the business previously under their consideration, due notice having been given thereof, if necessary as herein-before provided in Article 12; and the business so transacted and the guardians' decision on such proposed resolution shall be recorded on the minutes of their proceedings.

13thly.—The presiding chairman shall receive, and shall cause to be read aloud by the clerk, and entered upon the minutes, any notice for the election of a union officer, or any notice of any resolution relating to the business of the union intended to be proposed at any future meeting of the guardians.

14thly.—They shall transact any business arising under the Medical Charities Act.

15thly.—They shall transact any business arising under the Public Health (Ireland) Act, 1878.*

16thly.—They shall transact any business arising under the Contagious Diseases (Animals) Act, 1876.†

No matter or question shall be brought forward at the meeting until all the business of the meeting comprised in the foregoing order of proceeding shall first have been disposed of.

Provided, however, that the guardians shall be enabled, with the consent of the Local Government Board previously obtained, to make a rule in regard to the order of their proceedings different from that herein-before laid down; and any

* 41 & 42 Vict. c. 52.

† (Apparently a misprint for 1878). The Contagious Diseases (Animals) Act, 1878 (41 & 42 Vict. c. 74).

such rule shall, when approved by the Local Government Board, have the same effect as the order contained in this article, and shall not be rescinded or altered by the guardians without fourteen days' notice, nor without the consent of the Local Government Board.

Provided also, that when it shall appear to them necessary, the guardians present at any meeting shall be enabled to depart, at such meeting from the order of the proceedings herein-before laid down, or laid down in their general rule on the subject, provided that the proposal to depart from such order of proceedings shall not be adopted unless all the guardians present concur therein and vote therefor.

And provided also, that whenever the guardians shall have appointed more than one day in each week for their ordinary meetings, they shall apportion the business to be transacted at each such meeting in such manner that the same business shall invariably be transacted upon one of the days fixed for the meeting of the guardians; and whenever it is herein provided that any act shall be performed at each ordinary meeting of the guardians, such provision shall be interpreted to mean such day or weekly meeting as shall be appointed by the guardians for that purpose.

Contracts.

Contracts.

Article 15.—All contracts to be entered into on behalf of the union, relating to the maintenance, clothing, lodging, employment, or relief of the poor, or for any other purpose relating to, or connected with the general management of the poor, shall be made and entered into by the guardians.

Article 16.—The guardians shall require tenders to be made in some sealed paper for the supply of all provisions, fuel, clothing, furniture, or other goods, or materials, the consumption of which may be estimated, one month with another, to exceed ten pounds per month, and also of all furniture or materials, or other articles, the cost of which may be reasonably estimated to exceed ten pounds in a single sum.

Article 17.—Any work or repairs to be executed in the workhouse, or the premises connected with the workhouse, or any fittings to be put up therein, which shall respectively be reasonably estimated to exceed the cost of twenty pounds in one sum, shall be contracted for by the guardians, on sealed tenders, in the manner prescribed in Articles 15 and 16.

Article 18.—Notice of the nature and conditions of the contract to be entered into, of the last day and hour on which tenders will be received, and the day on which the tenders will be opened shall be given in some newspaper circulating in the union, and in such other manner as the guardians may direct not less than ten days previous to the last day on which such

tender shall be received ; and no tender shall be opened by the clerk, or any guardian, or other person, before the day specified in such notice, or otherwise than at a meeting of the said guardians.

Article 19.—When any tender shall be accepted, the party making the tender shall, in pursuance of these regulations, enter into a contract, in writing, with the guardians, containing the terms, conditions, and stipulations mutually agreed upon ; and whenever the guardians shall deem it advisable the party contracting shall, in like manner, find one or more surety or sureties, who shall enter into a bond in such penalty as the guardians shall think fit, conditioned for the due performance of the contract.

Article 20.—The contracts shall be in such form as the Local Government Board may, from time to time, prescribe or approve, if any form shall have been prescribed or approved for that purpose by the Local Government Board.

Article 21.—Provided always, that if from the peculiar nature of any furniture, provisions, goods, materials, or fittings to be supplied or of any work or repairs to be executed, it shall appear to the guardians desirable that a specific person or persons be employed to supply or execute the same, or that they should be purchased without requiring sealed tenders, as herein-before directed, it shall be lawful for the board of guardians, with the consent of the Local Government Board first had and obtained, to enter into a contract with such person or persons as may be deemed best qualified to supply or execute the same, and to require such sureties and securities as are specified in Article 19, or to purchase such furniture, provisions, goods, materials, or fittings, in such other manner as the Local Government Board may direct or sanction.

Relief by way of Loan.

Article 22.—Any relief in the workhouse, or the cost price thereof, which the guardians shall, after due consideration of the circumstances of the case, think fit to give by way of loan, shall be given by way of loan, and shall be recoverable as such under the provisions of the said first-recited Act.

Relief by way
of loan.

Orders for Payment of Money.

Article 23.—The guardians shall pay every sum amounting to three pounds or more, by a distinct and separate check or order, which shall be drawn upon the treasurer of the union, and shall be signed by the presiding chairman of the meeting and two other guardians present thereat, and shall be countersigned by the clerk to the guardians.

Orders for
payment of
money.

Appointment of Paid Officers.

Appointment
of paid officers.

Article 24.*

Article 25.—The officers so appointed to or holding any of the said offices, shall respectively perform the duties required of them in such manner as may be prescribed by the general regulations of the Local Government Board in force at the time, or by any special order which may be made by the Local Government Board from time to time, affecting any particular union and the officers thereof, and shall discharge all such other duties conformable with the nature of their respective offices, as the board of guardians may lawfully require them to perform.

Article 26.—The board of guardians may, from time to time, with the consent of the Local Government Board previously obtained, and after fourteen days' notice shall have been given to the board by a guardian, of a motion for such purpose, make any change in the division of the union into districts for the collection of the poor rate, or in the districts of relieving officers.

Mode of Appointment.

Mode of
appointment.

Article 27.—Every officer and assistant to be appointed under this Order shall be appointed by a majority of the guardians present at any meeting of the board, in the manner directed in Article 10; and every such appointment shall, as soon as the same shall have been made, be reported to the Local Government Board by the clerk to the guardians.

Article 28.—No appointment of any officer or assistant shall be made under this order, unless notice that such appointment will be made shall have been given and entered on the minutes at one of the two ordinary meetings of the board next preceding the meeting at which the appointment shall be made, and unless an advertisement giving notice of such appointment shall, by the direction of the guardians, entered on their minutes, have appeared in some public paper, at least seven days before the day on which such appointment shall be made.

Provided that this regulation shall not apply to the appointment of any person who may, subject to the approval of the Local Government Board, be employed temporarily to act as an officer or assistant.

Qualifications of Officers.

Qualifications
of officers.

Article 29.—No person shall be appointed by the guardians as a collector of poor rates or relieving officer who is engaged in retail trade of any kind.

* Article 24 was revoked and new provisions substituted by Order of June 28, 1895; other regulations were substituted for those of this last-named Order by Order of July 5, 1901, printed at p. 116, below.

Article 30.—If the master and matron be respectively husband and wife, and one of them should be dismissed by order of the Local Government Board, or should otherwise vacate his or her office, the other shall not be qualified to hold his or her office of master or matron, as the case may be, after such dismissal or vacating of office.

Article 31.—No person shall hold any office under this Order, who shall not have reached the age of twenty-one years.

Article 32.—Provided always that the guardians may, with the consent of the Local Government Board previously obtained, but not otherwise, dispense with any of the conditions specified in Articles 29, 30, and 31.

Article 33.—The qualifications of every medical officer hereafter to be appointed shall be as follows, that is to say:—

No. 1. He shall have obtained a degree in medicine, or a diploma or licence to practise medicine from some college or other body that may be authorised to grant a diploma or licence to practise medicine in Great Britain or Ireland, or he shall be a licentiate of the Apothecaries Hall, Dublin, and he shall also have obtained a diploma in surgery or a licence to practise surgery from some college or other body that may be authorised to grant a diploma or licence to practise surgery in Great Britain or Ireland, and also a certificate from some board or court of examiners, or other body duly authorised to grant the same, of his possessing a competent knowledge of midwifery.

No. 2. He shall have reached the age of twenty-three years.

Provided, that under special circumstances affecting the particular workhouse for which the appointment is made, that part of the above qualification which requires a separate medical certificate or diploma may be dispensed with by the Local Government Board if they shall deem it necessary to do so.

Provided also, that the foregoing regulation shall not apply to any person holding the office of medical officer of the workhouse at the date hereof, either in respect to his present appointment or any future appointment to the said office,

And provided also that this regulation shall not apply to any person who shall at any time previously to his appointment as medical officer of a workhouse, have held office in any union in Ireland, either as medical officer of a workhouse, or medical officer of a dispensary district, having been duly qualified for such office at such previous time.

Article 34.—No person shall be appointed to the office of master, matron, relieving officer, schoolmaster, schoolmistress,

or porter, under this Order, who will not agree to give one month's notice previous to resigning the office, or to forfeit one month's amount of salary, to be deducted as liquidated damages from the amount of salary due at the time of such resignation.

Salaries of the Officers.

Salaries of the
officers.

Article 35.—The board of guardians shall pay to the several officers and assistants appointed to or holding any office or employment under this Order, such salaries or remuneration as the Local Government Board may, from time to time, direct or approve.

Provided always that, if no such remuneration or salary be expressly assigned to the treasurer, the payment for the services of such treasurer, shall be deemed to be the profit arising from the use of money from time to time left in his hands.

Article 36.—The salary of every officer or assistant appointed to or holding any office or employment under this Order, shall, subject to the regulations in Article 34, and to the obligation to account to the auditor, be payable up to the day on which he ceases to hold such office or employment, and no longer; but no officer having been suspended by the board of guardians, in pursuance of Article 40, and who shall without the previous removal of such suspension be dismissed by the Local Government Board, or by the board of guardians, shall be entitled to any salary from the date of such suspension.

Security of Officers.

Security of
officers.

Article 37.—The board of guardians shall require every person appointed, or to be hereafter appointed, to the offices of treasurer, clerk, master, or matron of the workhouse, and every assistant employed therein in any office of trust, and every relieving officer and collector of rates, to give a bond in such penal sum as the guardians shall think fit, with two sufficient sureties, not being guardians of the union, conditioned for the due and faithful performance of the duties of the office; and shall, from time to time, call upon such officers to supply a fresh surety in place of any such surety who may die, or become a guardian, or become bankrupt or insolvent or be released from his obligation; and every such officer shall give immediate notice to the board of guardians of the death, insolvency, or bankruptcy of either of his sureties, and shall, when required by the guardians, in pursuance of the above regulation, supply a fresh surety in the place of any surety previously supplied by him.

Provided that if it shall seem fit to the board of guardians, not to require that the treasurer, being a banker or a partner of a firm engaged in banking, should execute a

bond with sureties as aforesaid, it shall be lawful for the guardians unless specially directed by the Local Government Board to require such security, to dispense with the execution of such bond by such treasurer.

Article 38.—The board of guardians shall provide for the safe custody of all bonds given in pursuance of the regulations of the Local Government Board and so always that no bond given by any person shall remain in the custody of such person himself: and the guardians, shall, once in every year (that is to say, at the audit next after the 25th day of March), cause every person having the custody of bonds given by any officer of the union, or by any contractor for supplies, to produce such bonds to the auditor for his inspection; and the fact of such inspection and any defects apparent in the said bonds, shall be reported by the auditor to the board of guardians.

*Continuance in office and Suspension of Officers :
Supply of Vacancies.*

Article 39.*

Continuance
in office and
suspension of
officers.
Supply of
vacancies.

Article 40.—The board of guardians may, at their discretion, suspend from the discharge of his duties any union officer, except the clerk, chaplain, or treasurer, and shall forthwith report such suspension, together with the cause thereof, to the Local Government Board, and if the Local Government Board shall remove such suspension, such officer shall remain and continue to discharge his duties; but if the Local Government Board shall decide not to remove such suspension, the board of guardians may, on being informed of such decision of the Local Government Board, dismiss such officer.

Article 41.—If any officer or assistant, appointed to, or holding any office under this Order, be at any time prevented by sickness or accident, or other sufficient reason, from the performance of his duties, the guardians may appoint a fit person to act as his temporary substitute, and may, subject to the approval of the Local Government Board, pay him a reasonable compensation for his services; and every such appointment shall be reported to the Local Government Board by the clerk to the guardians as soon as the same shall have been made.

Provided always that except under the provisions of this article, or with special permission of the Local Government Board first had and obtained on the application of the board of guardians, every officer shall perform his several duties in person, and shall, on no account, entrust the same to a deputy.

* Article 39 was revoked and new provisions substituted by Order of June 28, 1895; other regulations were substituted for those of this last-named Order by Order of July 5, 1901, printed at p. 116 below.

Article 42.—If a medical officer be temporarily incapacitated from performing his duties, he shall, if practicable, recommend to the guardians a medical practitioner qualified as herein-before provided in Article 33, competent to perform his duties during such temporary incapacity, and the guardians shall employ such medical practitioner if they deem it advisable, or appoint temporarily some other medical practitioner possessing the necessary qualifications.

Article 43.—The vice-chairman, deputy vice-chairman, or some guardian to be appointed by the board of guardians, may perform any of the duties assigned to the clerk until any vacancy in the office shall have been filled, or until a substitute be appointed in the case of the clerk's absence through sickness, accident, or other sufficient reason, as provided for in Article 41.

Article 44.—No workhouse officer, who may have been dismissed by any Order of the Local Government Board, shall, after such dismissal, remain upon the workhouse premises, or enter therein for the purpose of interfering in the management of such workhouse, unless the said Local Government Board shall consent to his subsequent appointment to an office in such workhouse, under the provisions of the said first-recited Act.

Duties of the Clerk to the Guardians.

Duties of the
clerk to the
guardians.

Article 45.—The duties of the clerk to the guardians shall be:—

- No. 1. To attend all meetings of the board of guardians ; to keep punctually minutes of the proceedings at every meeting, and to record therein all the particulars which are required by this or any other Order of the Local Government Board to be so recorded ; to enter the said minutes in a book, and to submit the same, so entered, to the presiding chairman at the succeeding meeting, to be authenticated by the signature of such chairman, as a true record of the proceedings of the board ; and also, if required by the board of guardians, to attend and assist in the proceedings of all committees appointed by the guardians, and to act as clerk to such committees.
- No. 2. To provide at the cost of the union, all forms or books of accounts, minutes, or other books, as required of him by the regulations of the Local Government Board, or relating to the business of the board of guardians, and to keep the same, together with all bills or accounts, letters, or other documents, relating to the business of the union, in a place of safe keeping ; to have custody of the keys by which access to such books and documents is obtained ; and from time to time to produce all such books, documents, and vouchers for the same,

together with the bonds of any officers or contractors which may be in his custody, to the auditor of the union, at such place and time, and in such manner, as may be required by such auditor, or by the regulations of the Local Government Board in force at the time.

No. 3. To peruse and conduct the correspondence of the board of guardians according to their directions ; and to preserve the same, and all Orders of the Local Government Board, and letters received, together with copies of all letters sent by direction of the guardians.

No. 4. To receive all requisition of guardians for extraordinary meetings, and to summon such meetings accordingly, as well as extraordinary meetings which he may be required by the Local Government Board to convene, and to prepare, sign, and send all notices required to be given to the guardians by any order of the Local Government Board.

No. 5. To keep, and punctually enter up, the outdoor relief register ; and at each ordinary meeting of the guardians, to produce such out-door relief register, together with the workhouse register, for the examination, correction, or approval of the guardians : to submit the same, when so approved or corrected, to the chairman for his signature, and thereupon to countersign the same.

No. 6. To produce at each ordinary meeting of the guardians the ledger account of the union, together with such other accounts as he is required to keep, and also the treasurer's book of receipts and payments, and to submit the same to the board of guardians for their examination ; such examination to be attested by the signature or initials of the presiding chairman.

No. 7. Once at least in each fortnight, and, if the guardians shall so require, once in each week, and at the hour, and on the day, not being the day of meeting of the guardians, which the clerk shall appoint, to examine the collecting book, the rate receipt check book, and rate receipt abstracts, which shall then be produced to him by each collector of poor rates appointed by the guardians in the union, and likewise the treasurer's receipts for all lodgments made by such collector since the last examination of his accounts ; and in examining such accounts the clerk shall compare each counterpart from which a receipt has been detached with the corresponding entries in the collecting book and the rate receipt abstract, and see that the sum for which the receipt was issued has been duly brought to account in each of those books ; and he shall ascertain, and authenticate by his signature or initials, the correctness of the entries in those books, as well as of the sums total carried forward into the weekly balance sheet of collectors' receipts and lodgments.

- No. 8. At the next meeting of the guardians, after every such examination of a collector's accounts, to lay before the board of guardians a copy of the weekly balance sheet of collectors' receipts and lodgments for each electoral division in the district of such collector; and in case any collector shall neglect to attend for such examination, or fail to produce his accounts as required, to record such omission on the minutes of the guardians at their next meeting.
- No. 9. Previously to each ordinary meeting of the guardians, to examine the accounts required to be kept by the master of the workhouse, or by the assistant master or other officer appointed to keep the accounts of any auxiliary workhouse or fever hospital in the union; and also to examine the clothing accounts, the medical officer's books, and the out-door relief list, and weekly receipt and expenditure book of each relieving officer in the union; and to ascertain the correctness of the entries made in such books, and to authenticate the same, if accurate, by his initials, and to report any inaccuracies which he may find in such accounts to the board of guardians, and record such report on the minutes of their proceedings.
- No. 10. To make up, and produce at each ordinary meeting of the board of guardians, the abstract of out-door relief lists for the week then last concluded.
- No. 11. To prepare for signature by the guardians all checks lawfully drawn on the treasurer of the union, and all orders lawfully made on contractors or other tradesmen, and to record in the minutes of proceedings of the guardians the amount of each check on the treasurer, and the name of the person in whose favour it has been drawn by the guardians, and all orders given in favour of the master of the workhouse and the relieving officers.
- No. 12. To communicate all orders and directions of the Local Government Board or of the board of guardians, to the officers or other persons to whom they may be addressed; and so far as may be requisite, to give instructions for the prompt and correct execution of all such orders and directions, and to examine and report on such execution, or on any neglect or failure therein which may come to his knowledge.
- No. 13. To prepare immediately after every ordinary meeting of the board of guardians, a copy of the minutes of such meeting, and of every meeting held since the last ordinary meeting, and punctually to transmit the same to the office of the Local Government Board, or to the inspector of the district, as he may be directed.
- No. 14. To prepare and transmit all answers or returns, as to any question or matter connected with, or relating to,

the administration of the laws for the relief of the poor in the union, or to any other business of the union, which the Local Government Board or any inspector may lawfully require from the board of guardians, or from himself.

No. 15. To give such assistance as the board of guardians may properly require in making or copying any valuation to be prepared or revised under lawful authority for the assessment to the relief of the poor of hereditaments within the said union, and in making or copying the rate to be made thereon.

No. 16. From time to time to provide, at the charge of the union, all necessary rate books, and, so far as he may be able, to fill up the same accurately, with the several particulars required by law, in conformity with the valuation in force at the time, and to permit, at all reasonable times, any person affected by any rate for the relief of the poor, to inspect the rate books and valuation on which such rate shall have been made, and to take copies or extracts therefrom, as provided by law.

No. 17. To prepare all written contracts and agreements to be entered into by any parties with the guardians, and to see that the same are duly executed; and to prepare all bonds or other securities to be given by any of the officers of the union, and to see that the same are duly executed by such officers and their sureties, and that they are, from time to time renewed as occasion may require; and in case of the failure of any such persons duly to complete such bonds or securities, to give notice to the guardians, and record the fact on the minutes of their proceedings.

No. 18. Previously to the 29th September in each year, to ascertain whether the number of justices qualified under the first-recited Act, to be *ex-officio* guardians in the union and resident therein, does or does not equal the number of elective guardians eligible for the union; and in case the number of such justices exceeds or is less than the number of elective guardians to take the necessary steps for the due selection or completion of the proper number of *ex-officio* guardians, according to the provisions of the law in that behalf, and according to any instructions that may have been, or may hereafter be issued by the Local Government Board for the purpose; and to furnish to the Local Government Board from time to time a list of the *ex-officio* guardians for each year. And if, in the preparation of such list, any question arises proper for the decision of a meeting of justices to be held within fourteen days after the 29th of September in any year, in pursuance of the 24th section of 1 & 2 Vict. c. 56,* the clerk shall give due notice in

* The Poor Relief (Ireland) Act, 1838.

writing to all justices qualified to act as *ex-officio* guardians resident in the union, of the time and place appointed for them to meet for the purpose of deciding such question or appointing *ex-officio* guardians, if circumstances should render such appointment necessary.

- No. 19. To receive and preserve all statements of claim to vote in the election of guardians and the appointments of proxies, made in pursuance of the 84th section of the said first-recited Act, and to enter the particulars of any such statements and appointments not already entered, into the register books of statements and claims directed to be provided for that purpose; and, if not appointed returning officer, to assist the said officer when appointed in all matters relating to the election of guardians.
- No. 20. When appointed returning officer by the Local Government Board to conduct duly and impartially, and in strict conformity with the regulations in force at the time, the annual or any other election of guardians.
- No. 21. To observe and execute all lawful orders and directions of the board of guardians applicable to his office.

Duties of the Treasurer.

Duties of the
treasurer.

Article 46.—The duties of the treasurer shall be:—

- No. 1. To receive all moneys tendered to be paid to the board of guardians, and to place the same to their credit, and to give a receipt in the form prescribed by the Local Government Board to the collectors of rates, whenever any of them shall pay to the treasurer money to the credit of the board of guardians.
- No. 2. To pay out of any moneys for the time being in his hands belonging to the board of guardians all orders for money which shall be drawn upon him, on behalf of such guardians, and shall be signed by the presiding chairman and two other of such guardians at a meeting of the board, and shall be countersigned by the clerk, or the person for the time being acting as the clerk, as and when the same shall be presented at the house or usual place of business of the treasurer.
- No. 3. To keep in a book to be provided for that purpose, entitled the treasurer's book of receipts and payments, an account under the proper dates, of all moneys received and paid respectively by him as such treasurer, to be submitted to the board of guardians at each ordinary meeting.
- No. 4. To submit the above-mentioned account to the auditor at the periods of audit, duly notified, in pursuance of the regulations of the Local Government Board in force at the time.

Duties of the Collectors of Rates.

Article 47.—The following shall be the duties of the collectors of rates :—

Duties of the collectors of rates.

- No. 1. From time to time to fill up and prepare a collecting book, or abstract of any rate made for the district for which he is constituted or appointed collector or any part thereof; to fill up all receipts required to be given, and to keep all books required to be kept by the orders of the Local Government Board or other lawful authority, and make all returns which relate to the collection of the rates for the relief of the poor within his district.
- No. 2. To collect, with due diligence, all moneys payable on account of such rates for the district for which he may be so constituted or appointed collector, and to give receipts to all persons from whom he may receive any rates in the form prescribed by the Local Government Board, which shall be supplied to him by the clerk of the union, and to take all lawful and proper steps for enforcing the payment of any rates not duly paid.
- No. 3. To give receipts for poor rates from the receipt check books, as numbered and initialed and delivered to him by the clerk of the union, and to give no other receipts for poor rates whatever, on pain of dismissal from his office and prosecution for the penalties which he may incur by statute for a breach of this regulation; and to issue such receipts in regular succession, and in the order of their respective numbers.
- No. 4. To pay over to the treasurer of the union, on account of the board of guardians, weekly or oftener if required, and whenever the sum in his hands shall amount to 50*l.* all moneys collected by him, and to take a receipt from the said treasurer for every such payment in the form prescribed by the Local Government Board.
- No. 5. To keep the rate receipt check books, and the rate receipt abstracts, in the form required by the Local Government Board, and duly to fill up the entries required to be made therein, with regard to all sums collected by him.
- No. 6. To attend the first meeting of the guardians which shall be held in every month, with the several books which he is required to keep, and to lay before them, in a book to be especially kept for the purpose, a summary of the state of his collection, together with the receipts of the treasurer for all sums paid in during the preceding month.
- No. 7. To submit his collecting book, rate receipt check books, and rate receipt abstracts, to the clerk of the union for examination, once at the least in every fortnight, and

if the guardians shall so require, once in every week, at the hour and on the day, not being the day of meeting of the guardians, which the clerk shall appoint for that purpose; and at the same time to produce to the clerk the treasurer's receipts for all lodgments made by him since the last examination of his accounts.

No. 8. To return every receipt check book, from which all the receipts shall have been detached, to the clerk of the union forthwith.

No. 9. To attend every meeting of the board of guardians which he shall be specially required to attend.

No. 10. To attend the returning officer on the days appointed for examining nomination papers and the votes given at any election of guardians of the union, with the collecting book, and to assist such officer in examining the qualification of persons nominated for the office of guardian, or making nominations, and the validity of the votes.

Duties of Relieving Officers.

Duties of
Relieving
Officers.

Article 48.—The duties of every relieving officer shall be :—

No. 1. To attend all ordinary meetings of the board of guardians, and to attend all other meetings when summoned by the clerk.

No. 2.—To attend at such places in his district, at such times of the day, and on such days in the week as the board of guardians shall from time to time direct, for the purpose of dispensing relief, and of receiving applications for relief.

No. 3. To receive all applications for relief made to him within his district, and forthwith to examine into the circumstances of every case, by visiting the home of the applicant, and by making all necessary inquiries into the state of health, the ability to work, the condition, the family, and the previous earnings and other means of such applicant and to report the result of such inquiries, in the prescribed form entitled the application and report book, to the board of guardians at their next ordinary meeting; and also to visit all persons in receipt of out-door relief whose relief is made necessary by temporary sickness, at least once in each week, and all other persons in receipt of out-door relief at least once in each month, and to report concerning same at the next ordinary meeting of the board of guardians, or as the board of guardians may direct.

No. 4. In every case of sudden and urgent necessity, to afford such provisional relief to the destitute person as shall be requisite in the manner provided by law; that is to say, either by an order of admission to the

workhouse or fever hospital of the union, provided there be room therein respectively, and by conveying any destitute poor person thereto, if necessary ; or by affording such poor person immediate and temporary relief in food, lodging, medicine, or medical attendance, until the next ordinary meeting of the board of guardians.

No. 5. To report to the board of guardians at their next ordinary meeting all cases in which he shall have given provisional relief, and the nature and cost of the relief so afforded, in the prescribed form, entitled the application and report book ; and to take the directions of the board of guardians regarding any further relief to be afforded in every case so reported.

No. 6. Duly and punctually to dispense the weekly allowances of all poor persons belonging to his district. Such allowances to be given as far as possible, at the home of the applicant, and in no case to be paid at a house licensed for the sale of intoxicating drinks, and to relieve all poor persons within his district, as directed by the board of guardians, and authorised by the signature and initials of the chairman of the meeting, in the columns provided for that purpose in the prescribed form, entitled the application and report book.

No. 7. In the case of every orphan or deserted child placed out at nurse or boarded out, and placed under his supervision by the board of guardians in pursuance of the General Order of the Local Government Board, dated the 20th of November, 1876,* to discharge the duty so assigned to him in accordance with the following regulations :—

To see the child safely given over in charge to the person whom the guardians shall have selected for the purpose.

To pay by advance or otherwise, as the guardians shall direct, but not less often than by monthly payments, the sums granted from time to time by the guardians for the maintenance of the child, from the funds placed at his disposal by them for that purpose.

To cause such child, if not already successfully vaccinated, to be vaccinated by the medical officer of the dispensary district in which the place of residence shall be situate.

To visit such child once at least in every month, and also when any special occasion shall arise for so visiting it, and to report in writing immediately thereafter to the board of guardians on its health,

* This Order, which is printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 543, was superseded by Order dated April 27, 1899, printed in Statutory Rules and Orders 1899, p. 970, which Order was revoked by Order dated December 17, 1902, printed at p. 1 above.

cleanliness, and treatment, together with such other particulars as the guardians shall at any time require.

To see that the child, when of sufficient age to attend school, attends the nearest national school or other public school, and remains there during the ordinary school hours, and to annex to his report to the board of guardians the teacher's certificate of the child's attendance, which is required by the said General Order of the 20th November, 1876,* to be given to the relieving officer each month.

In the event of the death of such child, to take steps for burying it, according to the directions of the board of guardians applicable generally to such cases.

No. 8. To keep a separate, full, and true account of all sums and articles dispensed by him for or on account of the relief of each poor person in the district for which he shall be appointed to act, in the prescribed form, entitled the out-door relief list.

No. 9. To keep a separate, full, and true account of sums or articles received by him from the board of guardians, and expended or dispensed by him on the account of each electoral division in his district, or the union at large, as the case may be, in the prescribed form, entitled the weekly receipt and expenditure book, and to balance the same weekly.

No. 10. To present the prescribed books of accounts, severally entitled the out-door relief list, and weekly receipt and expenditure book, to the clerk for his inspection and authentication, before every ordinary meeting of the board of guardians, and to the board of guardians at such meeting.

No. 11. In no case to take credit in his accounts, or enter as paid or given, any money or other articles which shall not have been paid or given previously to the taking of such credit, or the making of such entry.

No. 12. To make out at the end of each half-year, lists of all persons relieved at the charge of each electoral division, or the union at large, in his district, in the Form F hereto annexed, entitled list of destitute persons relieved out of the workhouse; and to post or cause to be posted, copies of the same in such public places as the board of guardians shall direct.

No. 13. To submit to the auditor of the union all his books, accounts, and vouchers, at such place and time, and in such manner, as may be required by the regulations in force at the time.

See note * at p. 107.

No. 14. To keep a diary, showing how he has been employed in the discharge of his duties on each day of the week, and to submit the same to the board of guardians at every ordinary meeting.

No. 15. To observe and execute all lawful orders and directions of the board of guardians applicable to his office.

Duties of the Officers of the Workhouse.

Article 49.—The medical officer, master, matron, porter, schoolmaster, and schoolmistress, together with all assistants appointed under this Order, shall perform all the duties set forth in any Order of the Local Government Board in force at the time, regulating the management of the workhouse of the union, or prescribing in any way the duties of such officers and assistants as aforesaid.

Duties of the officers of the workhouse.

Duties of Warden.

Article 50.—Every warden lawfully appointed by the board of guardians, in pursuance of the said recited Act, shall discharge the following duties with reference to the several parishes, townlands, or parts of parishes for which he may have been so appointed :—

Duties of warden.

No. 1. To attend the board of guardians at their ordinary and weekly meetings whenever he may be so required ; and so far as the said guardians may lawfully require, to report to them on the state of the poor within his parish or district, on the increase or diminution of mendicancy therein, or on any other matters in relation to the condition of such parish or district, on which the said guardians may, from time to time, require information.

No. 2. To collect and certify in writing to the board of guardians, when required by them so to do, any information which he may be able to obtain respecting the fact or period of the residence of any applicant for relief, within the parish or district for which he may act.

No. 3. To receive all applications for admission into the workhouse, which may be made to him, by or on behalf of any destitute poor persons usually resident, or being casually within any parish or townland comprised within his district, and to report to the board of guardians, at their weekly meeting, all such applications made to him during the preceding week, together with the particulars which, on examination into the merits of each case, he shall have been enabled to collect.

No. 4. To provide, if necessary, for the conveyance of any destitute poor person who may be unable, through old age, or infirmity of body or mind, to walk to the work-house, whom he shall have been directed to convey by the board of guardians.

Duties with respect to the Audit of Accounts.

Duties with respect to the audit of accounts.

Article 51.—Every Officer acting under this Order, shall duly and punctually keep such books as may be prescribed in any Order of the Local Government Board, in force at the time, for keeping and auditing the accounts, and shall lay such books, together with the vouchers and other necessary documents, before the auditor, properly balanced and made up, at the time fixed for the audit or for any adjournment thereof; and every such officer shall, when required so to do, furnish to the auditor or to the board of guardians any abstract, statement, or explanation, verbally or in writing, respecting his accounts and the items contained therein or the vouchers relating thereto.

Explanation of Terms.

Explanation of terms.
Forma.

Article 52.—In this Order, the expression “the Local Government Board” means “the Local Government Board for Ireland.” Whenever in describing any person or party, matter or thing, the word importing the singular number or masculine gender only is used in this Order, the same shall be taken to include, and shall be applied to several persons or parties as well as one person or party, and females as well as males, and several matters or things as well as one matter or thing, respectively, unless there be something in the subject or context repugnant to such construction.

Article 53.—Whenever in this Order any article is referred to by its number, the article of this Order bearing that number shall be taken to be signified thereby.

FORM A.

Notice of the Election of a Chairman, Vice-Chairman, and Deputy Vice-Chairman.

To A.B., guardian of the poor of the Union.

Sir,—You are hereby informed that the election of a chairman, vice-chairman, and deputy vice-chairman, of the board of guardians for the ensuing year, will take place at the meeting of the board of guardians, to be held on day, the day of , 18 , at o'clock.

Dated of , 18 .

Clerk to the Guardians.

FORM B.

To the Clerk to the Guardians of the Union.

Requisition for an Extraordinary Meeting of Guardians.

We, the undersigned, being two of the guardians of the poor of the Union, do hereby require an extraordinary meeting of the guardians of the said union to be summoned, to be holden at on the day of 18 , at o'clock in the forenoon, to take into consideration [set out the motion].

Dated of , 18 .

Guardians.

FORM C.

Notice of Clerk convening an Extraordinary Meeting of Guardians.

To A.B., Guardian of the Poor of the Union.
Sir,—C.D. and E.F., two of the guardians of the poor of the Union, have required* that an extraordinary meeting of the guardians of the poor of the said union, at , on the day of 18 , at o'clock in the forenoon, be summoned, to take into consideration, [set out the motion], and you are hereby requested to attend such meeting, at the above-named time and place.

Dated of 18 .

Clerk to the Guardians.

* Where the meeting is convened in consequence of a requirement of the Local Government Board, the notice may commence thus :—"The Local Government Board have required," &c., as above—

FORM D.

Notice of Change of Period, Time, or Place of Meeting.

To A.B., Guardian of the Poor of the Union.
Sir,—You are hereby informed that the next ordinary meeting of the guardians of the poor of the Union, will take place at on the day of 18 , at o'clock in the forenoon, for the transaction of business ; and that meetings of the said guardians will henceforth be held [weekly or otherwise, as the case may be] at the same place, on in every week, at the same hour of in the forenoon.

Dated of 18 .

Clerk to the Guardians.

FORM E.

Notice of an Adjourned Meeting of Guardians.

To A.B., Guardian of the Poor of the Union.
Sir,—This is to give you notice that an adjourned meeting of the guardians of the poor of the Union will be held at on the day of 18 , to take into consideration [set out the motion] which meeting you are hereby requested to attend.

Dated of 18 .

Clerk to the Guardians.

FORM F.

List of Destitute Persons Relieved out of the Workhouse in the District, during the Half-year ended 18

Name.	Number of dependent Members of Family.		Residence.	To what Account chargeable.	Number of Weeks during which Relief was given in the half-year.	Cost of Relief afforded.		
	Wife.	Children.				Money.	Kind.	Total.
						£ s. d.	£ s. d.	£ s. d.

Relieving Officer.

Schedule.

[Here follow the names of the then existing Unions, certain of which have been merged or otherwise altered; the Order now applies to the whole of the Unions in Ireland, a list of which is printed at p. 7 above].

**ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND,
DATED MARCH 26, 1900, AMENDING GENERAL REGULA-
TIONS AS TO MEETINGS AND PROCEEDINGS OF BOARDS OF
GUARDIANS.**

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed, and the officers of such Unions; and to all others whom it may concern.

Whereas in pursuance of the powers vested in us by an Act passed in the second year of the reign of Her Majesty Queen Victoria, entitled "An Act for the more effectual Relief of the Destitute Poor in Ireland"* by the other Acts in force for the relief of the poor in Ireland and amending the said Act, and by the Local Government Board (Ireland) Act, 1872,† we, the Local Government Board for Ireland, did, by an Order under our seal bearing date the eighteenth day of December, 1882,‡ among other things, regulate the meetings and proceedings of the boards of guardians of the poor of the several unions in Ireland.

And whereas it is expedient by reason of the passing into law of the Local Government (Ireland) Act, 1898, that the regulations contained in Article 3 of our said Order should be amended:

Now, therefore, we, the Local Government Board for Ireland, do hereby revoke the regulations contained in the said Article 3 of our said Order of the eighteenth day of December, 1882, and do prescribe concerning the election of chairmen, vice-chairmen, and deputy vice-chairmen of boards of guardians as follows:—

1. Every board of guardians shall hold an annual meeting at which a chairman, vice-chairman and deputy vice-chairman shall be elected from among the members of the board.

2.—(1.) In a union which is situate wholly in one county such annual meeting shall be held on the same day as the annual meeting of the council of the rural district comprised in such union, but after the conclusion of the meeting of such council.

* The Poor Relief (Ireland) Act, 1838 (1 & 2 Vict. c. 56).

† 35 & 36 Vict. c. 69.

‡ Printed at p. 88 above.

(2.) In a union which is not situate wholly in one county such annual meeting shall be held—

- (a) If the annual meetings of the councils of the several rural districts comprised in such union are held on the same day, then on that day, but after the conclusion of the meetings of such councils: Provided that if, in any such case, it is proved to the satisfaction of the Local Government Board that substantial inconvenience would be caused by the annual meeting of the guardians being held on the same day as the annual meetings of such councils, the Local Government Board may allow the first meeting of the Guardians after a triennial election to be held on some other day not more than four days later, and the day so allowed shall be the day of the annual meeting of the guardians in each of the two years following the year in which such triennial election was held.
- (b) If the annual meetings of the councils of the several rural districts comprised in such union are held on different days, then on the latest day on which the annual meeting of any such council is held, but after the conclusion of the meeting of such council.

3.—(1.) At the first meeting of a board of guardians after a triennial election and at each subsequent annual meeting the first business shall be the election successively of a chairman, vice-chairman, and deputy vice-chairman, who shall severally remain in office until their successors are elected and have respectively made declarations accepting office, unless any such chairman, vice-chairman, or deputy vice-chairman shall previously die, resign, be or become incapable of holding or be disqualified for the office by ceasing to be a member of the board, in any of which cases his office shall become vacant.

(2.) Provided that if at the first meeting after a triennial election the outgoing chairman, vice-chairman and deputy vice-chairman have ceased to be members of the board, a chairman of the meeting shall be elected from among the members of the board present at the meeting, and shall preside as such outgoing chairman, vice-chairman, or deputy vice-chairman respectively might have presided.

- (3.)—(a) If an equal number of votes is given for two or more persons at the election of chairman of the meeting, the meeting shall determine by lot which of those persons shall be chairman of the meeting.
- (b) If at the annual meeting an equal number of votes is given for two or more persons at the election of chairman, vice-chairman, or deputy vice-chairman of the board no election shall be

deemed to have taken place ; and the election of a chairman, vice-chairman, or deputy vice-chairman, as the case may require, shall take place at the next ordinary meeting of the guardians ; and if an equal number of votes is given for two or more persons at any such election so taking place, the meeting shall determine by lot which of those persons shall be chairman, vice-chairman, or deputy vice-chairman, as the case may be.

4.—(1.) As soon as a chairman of the board has been elected the person so elected, if present, shall, on making the declaration accepting office forthwith take the chair.

(2.) As soon as a vice-chairman of the board has been elected the person so elected, if present, and if the person elected as chairman of the board is not present, shall on making the declaration accepting office, forthwith take the chair.

(3.) As soon as a deputy vice-chairman has been elected the person so elected, if present, and if neither the person elected as chairman of the board, nor the person elected as vice-chairman of the board is present, shall, on making a declaration accepting office, forthwith take the chair.

5. The first meeting of a board of guardians after a triennial election shall be the annual meeting for the year in which such triennial election is held, provided that no meeting of the board shall take place between the day of election and the day fixed for such annual meeting by or in accordance with the foregoing provisions of this Order.

Sealed with our seal, this Twenty-sixth day of March, in the year of our Lord One thousand nine hundred.

(L.S.)

H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

Ashbourne, C.
A. M. Porter.

We, the Lords Justices-General and General Governors of Ireland, do hereby approve this Order.

By command of their Excellencies,

J. B. Dougherty.

Schedule.

[Here follow the names of the then existing Unions, certain of which have been merged or otherwise altered: the Order now applies to the whole of the Unions in Ireland, a list of which is printed at p. 7 above.]

ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND,
DATED JULY 5, 1901, AMENDING THE GENERAL REGULA-
TIONS AS TO THE NURSING OF THE SICK AND THE
APPOINTMENT AND DUTIES OF UNION OFFICERS.

1901. No. 621.

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed and the Officers of such Unions, and to all others whom it may concern.

Whereas, in pursuance of the authorities vested in us by the Poor Relief (Ireland) Acts and by the Local Government Board (Ireland) Act, 1872,* we, the Local Government Board for Ireland, by a General Order under our seal, bearing date the 18th day of December, 1882,† (hereinafter referred to as the *Principal Order*), did regulate the meetings and proceedings of the board of guardians of the poor and the appointment and duties of the officers of the several unions in Ireland :

And whereas, by a General Order under our seal, bearing date the 28th day of June, 1895,‡ (hereinafter referred to as the *Amending Order*), we did revoke the regulations contained in Articles 24 and 39 of the Principal Order and make further regulations in lieu thereof :

And whereas, by a General Order under our seal, bearing date the 11th day of September, 1897§ (hereinafter referred to as the *Further Amending Order*), we did vary the provisions as to nursing the sick in previous General Orders and make further regulations in such respect :

And whereas it is considered expedient, in pursuance of the authorities above quoted, and also of the Local Government (Ireland) Act, 1898,|| to amend the regulations contained in the Amending Order, and in the Further Amending Order, and to make the provisions hereinafter contained :

Now, therefore, in exercise of the powers vested in us, we, the Local Government Board for Ireland, do hereby revoke the regulations contained in the Amending Order, and also in the Further Amending Order, and direct and order that in

* 35 & 36 Vict. c. 69.

† Printed at p. 88 above.

‡ Printed in Statutory Rules and Orders 1896, p. 271.

§ Printed in Statutory Rules and Orders 1897, p. 519.

|| 61 & 62 Vict. c. 37

substitution therefor, and for Articles 24 and 39 of the principal Order thereby and hereby revoked, the following regulations shall take effect, namely :—

Article 1.—(a) Notwithstanding anything contained in any of the Orders above referred to no pauper inmate of the workhouse shall be employed to perform any of the duties of the nurse of the workhouse, as specified in the Amending Order, in the Further Amending Order, and in this Order, or be otherwise employed in nursing any pauper in the workhouse who requires nursing.

(b) No pauper inmate of the workhouse shall be employed as an attendant or wardsmaid in the sick, lying-in, or infant wards of the workhouse, unless the employment of such inmate be approved of by the medical officer, and unless such inmate shall act under the supervision of a paid officer employed in any such ward.

Article 2.—(a.) In this Order the term “trained nurse” shall mean any person who has resided for not less than two years in a general clinical or other hospital recognised by us, and who, after examination, has obtained from such hospital a certificate of proficiency in nursing.

(b) The term “qualified nurse” shall mean any person who, after examination, has obtained a certificate of proficiency in nursing from any

- (1.) Public general hospital ; or
- (2.) Workhouse infirmary and fever hospital ; or
- (3.) Nursing institution ;

that may be recognised by us as an efficient school for medical and surgical nurses.

(c) The qualifications of a “wardsmaid” or “attendant” in a workhouse infirmary or fever hospital, shall be that such person shall be of at least 21 years of age, unless in any special case a less age be approved of by us, and shall be of good health and character.

(d) Other expressions in this Order shall have the same meaning as the like expressions have in the principal Order.

Article 3.—For the purposes of Section 58, Sub-section 2, a. ii. of the Local Government (Ireland) Act, 1898, a trained nurse shall have the qualifications set forth in Article 2 (a) hereof.

Article 4.—(a) The board of guardians shall as soon as may be requisite, and from time to time hereafter upon the occurrence of any vacancy, appoint, subject to our approval, fit persons to perform respectively the duties specified by our

rules and regulations in force at the time to be the duties of the following officers:—

1. Clerk to the guardians.
2. Medical officer of the workhouse.
3. Master of the workhouse.
4. Nurse of the workhouse.
5. Matron of the workhouse.
6. Schoolmaster of the workhouse.
7. Schoolmistress of the workhouse.
8. Porter of the workhouse.

Provided that where exceptional circumstances render such a course expedient, the Board of Guardians may, with the approval of the Local Government Board, appoint the same person to perform the duties of more than one of the following offices, namely:—the clerk to the guardians, and the master, nurse, matron, schoolmaster, schoolmistress, and porter of the workhouse.

(b) The board of guardians shall, as soon as may be requisite, and from time to time hereafter, upon the occurrence of a vacancy, appoint, subject to our approval, a banking company to perform the duties of treasurer of the union, as specified by our rules and regulations in force at the time.

Any banking companies appointed heretofore as treasurers of any unions shall, subject to the provisions of Article 6 of this Order, continue to hold office until they respectively resign or be removed by us; provided that the board of guardians may, at any time in the case of any banking company hereafter appointed under the provision of this Order, remove, subject to our approval, any such banking company from the office of treasurer.

(c) The following shall be the duties of the nurse of the workhouse:—

1. To bring under the special notice of the medical officer every patient as soon as possible after admission into the sick wards.
2. To be responsible for the good nursing of the sick and for the satisfactory discharge of the duties of the nursing staff, and for the carrying out of the directions of the medical officer with respect to all medicines and medical appliances.
3. To inform the medical officer without any avoidable delay of any defects that may be observed in connection with the arrangements for the care and the nursing of the sick, including their clothing and diet.
4. To send a notification in writing to the master of the workhouse whenever the condition of any patient demands that the medical officer, the chaplain, or the relatives of such patient should be sent for or communicated with.

5. To see that everything connected with the patients and the wards is kept clean and in proper condition ; and also to take care that all wards are duly ventilated, warmed, and lighted.
6. To see that the food is properly distributed to the patients, and to arrange that each patient receives the special treatment ordered by the medical officer, and generally to carry out all reasonable directions of the medical officer, to whom and to the board of guardians only (notwithstanding anything contained in any other General Order) she shall be subordinate, save as regards the general disciplinary control of the master of the workhouse.
7. In the absence of the medical officer, to exercise general supervision and control over the nurses, wardsmails, and attendants, and to maintain proper order and discipline in the sick wards in her charge.

(d) The board of guardians shall, subject to our approval in each case, appoint such and so many "qualified nurses" to assist the "nurse of the workhouse" in the performance of her duties as above mentioned, and generally in the nursing and care of the sick in the workhouse, and also such and so many "wardsmails" and "attendants" for the discharge of menial duties in the infirmary or hospital, as we shall from time to time think necessary.

(e) In any case in which under Article 4 (d) the appointment of a nurse, wardsmail, or attendant is required temporarily, owing to an increase in the number of patients or for any other reason, the board of guardians shall, subject to our approval, stipulate (notwithstanding the provisions of Article 5 hereof as to continuance in office) that any persons whose services are so required temporarily shall hold office for such term and at such remuneration as shall be directed or approved of by us.

(f) If in any emergency it appears to the medical officer that the employment of one or more temporary nurses or wardsmails or attendants is requisite for the proper treatment of any patient or patients in the union infirmary or fever hospital, and if he informs the master of the workhouse in writing accordingly, it shall be the duty of the master to engage a fit person or persons to act as such until the next meeting of the guardians, and the guardians shall pay to any person so engaged such remuneration and expenses as we may approve or direct. When communicating with the master, the medical officer shall at the same time report fully in writing the facts of the case to the guardians and also to us.

(g) The board of guardians shall appoint such and so many assistants as they, with our consent and approval, shall deem

necessary for the efficient performance of the duties of the said several officers other than the nurse of the workhouse, as hereinbefore provided for.

(h) The board of guardians shall also appoint such and so many relieving officers as we shall from time to time require or approve; and shall assign to such relieving officers such electoral division or divisions, or such parts thereof, as we may direct or approve.

Article 5.—The officers mentioned in Article 4 (a) and Article 4 (h) hereof, and also any “trained nurse,” or “qualified nurse,” or “wardsmaid,” or “attendant” appointed heretofore or hereunder, shall, subject to the provisions of the said Article 4, of Article 40 of the principal Order, and Article 6 of this Order, continue to hold their offices respectively until they respectively die or resign, or be removed by us; and every assistant and paid attendant other than those employed in the workhouse infirmary and hospital, may be dismissed by the board of guardians without our consent, and every such death, resignation, or dismissal, and the reason of such dismissal, shall be reported to us.

Article 6.—The board of guardians may, subject to our approval, declare any office to be abolished, within the meaning of Section 2 (a) of the Union Officers (Ireland) Act, 1885.*

Article 7.—In the case of the appointment of any person in pursuance of Article 4 (d) and Article 4 (e) of this Order, we may dispense with the provisions of Article 28 of the principal Order, and the said provisions shall thereupon not apply to such appointment.

Article 8.—This Order shall be construed as one with the principal Order amended by the Amending Order and the Further Amending Order.

Sealed with our seal, this fifth day of July, in the year of our Lord One thousand nine hundred and one.

(L.S.)

George Wyndham.
H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

Cadogan.

We, George Henry, Earl Cadogan, Lord Lieutenant-General and General Governor of Ireland. do hereby approve this Order.

By command of His Excellency,

D. Harrel.

* 48 & 49 Vict. c. 80.

Schedule.

Names of the unions to which this Order applies.

[Here follows the names of the then existing unions, certain of which have been merged or otherwise altered; the Order now applies to the whole of the unions in Ireland, a list of which is printed at p. 7 above.]

**ORDER OF THE LOCAL GOVERNMENT BOARD FOR IRELAND,
DATED MAY 13, 1902, DECLARING MEMBERS OF
COUNTY COUNCILS DISQUALIFIED TO BE PAID
OFFICERS OF UNIONS OR DISPENSARY DISTRICTS.**

1902. No. 405.

To the Guardians of the Poor of each of the Unions
named in the Schedule hereunto annexed;

To the Paid Officers of each such Union.

And to all others whom it may concern :

Whereas, in pursuance of the authorities vested in us in that behalf, we, the local government board for Ireland, did by an Order under our seal bearing date the seventeenth day of January, 1899,* order and declare that none of the officers of the several unions and dispensary district, in Ireland should be eligible to serve as a county councillor under the Local Government (Ireland) Act, 1898 :†

And whereas it is expedient that the said Order should be rescinded, and that further regulations should be made with respect to the qualification of such officers :

Now, therefore, in pursuance of the powers vested in us by the Poor Relief (Ireland) Acts, 1838 to 1900, we the Local Government Board for Ireland, do hereby rescind our said Order bearing date the seventeenth day of January, 1899, and do order and declare as follows, that is to say :

1. No person who is a member of a county council shall be qualified to be appointed or to be a paid officer of any union or dispensary district in Ireland.
2. This Order shall come into operation on the twenty-sixth day of May, One thousand nine hundred and two.

Given under our seal of office, this thirteenth day of May, in the year of our Lord One thousand nine hundred and two.

(L.S.)

H. A. Robinson.

* Printed in Statutory Rules and Orders, 1899, p. 123.

† 61 & 62 Vict. c. 37.

Cadogan.

We, George Henry, Earl of Cadogan, Lord Lieutenant-General and General Governor of Ireland, do hereby approve this Order.

By command of His Excellency,

J. B. Dougherty.

Schedule.

Names of the Unions to which this Order applies.

[Here follows the names of the existing unions certain of which have been merged or otherwise altered; the Order now applies to the whole of the unions in Ireland, a list of which is printed at p. 7 above.]

3. Workhouses.

GENERAL ORDER DATED FEBRUARY 5, 1849, OF THE POOR LAW COMMISSIONERS (IRELAND) FOR REGULATING THE MANAGEMENT OF WORKHOUSES IN IRELAND, AND THE DUTIES OF THE WORKHOUSE OFFICERS AS AMENDED BY ORDER DATED NOVEMBER 10, 1893.*

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed, and the Officers of the Workhouses of such Unions; to the Clerk or Clerks to the Justices of the Petty Sessions held for the Division or Divisions in which the townlands and places comprised within the said Unions are situate; and to all others whom it may concern:

Rescinding of
previous
workhouse
rules.

We, the Commissioners for administering the laws for relief of the poor in Ireland, in pursuance of the authorities vested in us, by an Act passed in the second year of the reign of Her present Majesty Queen Victoria, intituled "An Act for the more effectual Relief of the Destitute Poor in Ireland,"* and by the other Acts in force for the relief of the destitute poor in Ireland, do hereby rescind any Order or Orders heretofore issued by the Poor Law Commissioners, and now in force in the several unions named in the schedule hereunto annexed, containing any rules and regulations applicable to the government of the workhouse in each of the said unions, and to the paupers therein, and to officers thereof, except so far as the same may have authorised the making of any contract not yet executed, or the appointment of the existing officers, or the giving and receiving of securities for the performance of their duties; and we do hereby order, direct, and declare, with respect to each and every of the unions named in the said schedule hereunto annexed, and with respect to the government of the workhouse in the said unions, as follows:—

* The Amending Order of 1893 is printed at length in Statutory Rules and Orders, 1893, p. 465. The General Order was further amended by an Order dated May 4, 1896, printed at p. 152 below, and by an Order of July 5, 1901, printed at p. 116 above.

Admission of Paupers.

Article 1.—Every pauper who shall be admitted into the workhouse, either upon his first or any subsequent admission, shall be admitted in one of the following modes only, that is to say:—

Admission of
paupers.

1. By a written or printed order of the board of guardians signed by their clerk or presiding chairman.
2. By a written or printed order signed by a relieving officer of the union.
3. By the master of the workhouse (or during his absence or inability to act, by the matron), without any such order, in case of any sudden and urgent necessity, or in case of his receiving a written recommendation from a warden to admit provisionally any person or persons mentioned by name therein, whom the master shall, on due examination of the circumstances of the case, believe to be destitute and deemed to be a proper object for admission to the workhouse.

Article 2.—No pauper shall be admitted under any written or printed order as mentioned in Article 1, if the same bear date more than three days before the pauper duly presents it at the workhouse.

Article 3.—If a pauper be admitted in any other than the first of the three modes mentioned in Article 1, the admission of such pauper shall be brought before the board of guardians at their next meeting, who shall decide on the propriety of the pauper's continuing in the workhouse or otherwise, and make an order accordingly.

Article 4.—As soon as a pauper is admitted, his name and religious persuasion shall be duly entered in the register, and shall be placed in the probationary ward, and shall there remain until examined by the medical officer of the workhouse.

Article 5.—If the medical officer, upon such examination, pronounce the pauper to be labouring under any disease of body or mind, the pauper shall be placed either in the sick ward or in such other ward appropriated to the reception of such cases as the medical officer shall direct.

Article 6.—If the medical officer pronounce the pauper to be free from any such disease, the pauper shall be placed in the part of the workhouse assigned to the class to which he may belong.

Article 7.—Before being removed from the probationary ward, the pauper shall be thoroughly cleansed, and shall be clothed in a workhouse dress; and the clothes which he wore at the time of his admission shall be purified, and deposited in a place appropriated for that purpose, with the pauper's name, and a list of the several articles, signed by the porter, affixed thereto. Such clothes shall be restored to the pauper when he leaves the workhouse.

Article 8.—Every pauper shall, upon his admission into the workhouse, or on his return after a temporary leave of absence, in pursuance of Article 26, be searched by or under the inspection of the proper officer; and all articles prohibited by any Act of Parliament, or by this Order, which may be found upon his person, shall be taken from him, and, if possible, restored to him at his departure from the workhouse.

Classification of the Paupers.

Classification
of paupers.

Article 9.—The paupers, so far as the workhouse admits thereof, shall be classed as follows :—

1. Males above the age of 15 years.
2. Boys above the age of two years, and under that of 15 years.
3. Females above the age of 15 years.
4. Girls above the age of two years, and under that of 15 years.
5. Children under two years of age.

Article 10.—To each of the classes specified in Article 9 shall be assigned by the board of guardians, the apartments and yard best fitted for the reception of such class; and where the number of inmates and the accommodation of the workhouse or additional workhouses admit thereof, the said classes may be further subdivided with the approval of the Commissioners.

Article 11.—Each class or subdivision of a class shall, respectively, remain in the apartment assigned to them, without communication with any other class or subdivision of a class; subject, nevertheless to such arrangements as exist with reference to the probationary wards and infirmary, and also to the following five exceptions :—

Exception 1.—Any paupers of the third class, and any paupers of a proper age in the fourth class, may be employed, constantly or occasionally, as assistants to the nurses in any of the sick wards, or in the care of infants, or as assistants in the household work; provided that the said paupers, when employed in the household work, be so employed without communication with the paupers of the first and second classes.

Exception 2.—Any aged pauper of the third class, whom the master may deem fit to perform any of the duties of a nurse or assistant to the matron, may be so employed in the sick wards, or those of the second, third, fourth, or fifth classes; and any pauper of the first class, who may by the master be deemed fit, may be placed in the ward of the second class, to aid in the management and superintend the behaviour of the paupers of such class.

Exception 3.—The boys and girls under 15 years of age may be permitted to meet in the same school for the purpose of instruction, subject to the consent and approval of the Commissioners first had and obtained.

Exception 4.—All paupers of class 5 whose mothers are inmates of the workhouse, shall be allowed to remain with their mothers, if the mothers so desire; and all paupers of classes 2 and 4 who are between the ages of 2 and 7 years shall, when not attending school, be placed in some apartment specially provided for them: and the mothers of such last-named children shall be permitted to have access to them at all reasonable times,

Exception 5.—The master of the workhouse (subject to any regulations to be made by the board of guardians and approved of by the Commissioners) shall allow the father or mother of any child in the workhouse who may be desirous of seeing such child, to have an interview with such child at some time in each day, in some room in the workhouse to be appointed for that purpose.

Article 12.—Provided that if it shall be made to appear to the Commissioners that it is expedient to deviate from the classification hereinbefore prescribed, and the Commissioners shall signify their consent to such deviation, it shall be lawful for the board of guardians to depart from the classification, so far and subject to such conditions as the commissioners may prescribe.

Rules for Framing Dietaries.

Article 13.—The dietary of the workhouse shall be framed in accordance with the following rules:—

Rules for
framing
dietaries.
General
dietary.

No. 1. The healthy inmates shall be divided, for the purposes of diet, into seven classes.

- I. Able-bodied working males.
- II. Able-bodied working females.
- III. Aged and infirm persons, of either sex, and adult persons, of either sex, above 15 years of age, but not working.
- IV. Boys and girls above nine and under 15 years of age.
- V. Children above five and under nine years of age.
- VI. Children above two and under five years of age.
- VII. Infants under two years of age.

No. 2. To classes I., II., III., not less than two meals a day shall be allowed; and to classes IV., V., and VI., not less than three meals a day.

No. 3. Where two meals only are allowed to classes I., II., and III., one meal shall consist of not less than—

For class I.—Eight ounces of Indian meal and half-pint of new milk.

For class II.—Seven ounces of Indian meal and half-pint of new milk.

For class III.—Six ounces of Indian meal and half-pint of new milk.

The other meal shall consist of not less than—

For class I.—Fourteen ounces of brown bread and two pints of soup.

For class II.—Twelve ounces of brown bread and one pint and a half of soup.

For class III.—Ten ounces of brown bread and one pint and a half of soup.

And where three meals are allowed to classes I., II., and III. the amount of nutriment shall be at least equal to that contained in the two meals as above set forth.

No. 4. Of the three meals allowed to classes IV., V., and VI., one meal shall consist of not less than—

For class IV.—Five ounces of Indian meal and half-pint of new milk.

For class V.—Four ounces of Indian meal and half-pint of new milk.

For class VI.—Three ounces of Indian meal and half-pint of new milk.

Another meal shall consist of not less than—

For class IV.—Eight ounces of brown bread and a pint of soup

For class V.—Six ounces of brown bread and a pint of soup.

For class VI.—Five ounces of brown bread and three-fourths of a pint of soup.

And the third meal shall consist of not less than, for each of the classes IV., V., and VI.—

Four ounces of brown bread.

No. 5. Class VII., consisting of infants under two years of age, shall be allowed not less than eight ounces of white bread and a pint of new milk daily.

No. 6. The soup shall be made of peas-meal or oatmeal, or of both, in proportion of eight ounces of meal to one gallon of water, well seasoned with onions, pepper, and salt, and thickened at all convenient seasons with turnips, parsnips, and carrots, or such other vegetables as the medical officer shall approve.

Instead of the articles above-named, the following articles may be used in framing the dietary :—

No. 7. Instead of Indian meal, oatmeal, rye-meal, and rice may be used, provided that the rice be not used except in conjunction with meal, and then only in proportion of two ounces of rice to six ounces of meal.

No. 8. Instead of new milk, buttermilk may be used if the medical officer shall approve of it; and the equivalent shall be, for half-pint of new milk one pint of buttermilk, provided that buttermilk shall not be substituted for new milk for either of the classes VI. and VII.

No. 9. Instead of brown bread, that is to say, bread made of the whole-meal of wheat, rye bread may be used, or rye and barley bread or potatoes; and the equivalents shall be, for 14 ounces of brown bread 16 ounces of rye bread, or rye and barley bread, or three and a half pounds of potatoes weighed raw; and in like proportion, as nearly as may be, for other quantities.

No. 10. The board of guardians may, under the advice of the medical officer, use other articles instead of any of the above, and the same or other articles in other proportions than the above, whenever the scarcity of any article, the season of the year, or any circumstance affecting the sanitary condition of the inmates shall be deemed to justify such changes or departures from the authorised articles and quantities, such changes and departures being subject at all times, both as to their adoption and continuance, to the approval of the Commissioners.

No. 11. The sick inmates shall, for the purpose of diet, be divided into five classes, as follows:— Dietary for
the sick.

- I. Adult persons of either sex above fifteen years of age.
- II. Boys and girls above nine and under fifteen years of age.
- III. Children above five and under nine years of age,
- IV. Children above two and under five years of age.
- V. Infants under two years of age.

No. 12. The dietaries for patients in the workhouse infirmary and fever hospital, shall be at all times such as the board of guardians, under the advice of the medical officer or medical officers, shall adopt, subject to the approval of the Commissioners.

No. 13. The following shall be deemed to be the authorised or standard dietaries for patients in the infirmary and fever hospital, any departure from which by the board of guardians in framing the sick dietaries shall be notified to the Commissioners for their approval.

For each of the patients in class I. the dietary shall be such one of the following dietaries as the medical officer shall select, or some approved equivalent.

*Low Diets.**No. 1, or Fever admission Diet.*

Four ounces of bread and three pints of whey daily.

No. 2, or Infirmary admission Diet.

Breakfast.	Dinner.	Supper.
4 ounces bread. 1 pint milk.	4 oz. bread, 2 oz. rice, 1 pint milk.	4 ounces bread. 1 pint milk.

*Middle Diets.**No. 3, or Meal Diet.*

Breakfast.	Dinner.	Supper.
6 ounces meal. $\frac{1}{2}$ pint milk.	6 ounces bread. 1 pint soup.	4 ounces bread. $\frac{1}{2}$ pint milk.

No. 4, or Tea Diet.

Breakfast.	Dinner.	Supper.
4 ounces bread. 1 pint tea.	2 ounces bread. 1 pint soup.	4 ounces bread. 1 pint milk.

*Full Diets.**No. 5, or Meat Diet.*

Breakfast.	Dinner.	Supper.
6 ounces bread. 1 pint tea.	1 oz. bread, 4 oz. meat, 1 pint soup.	4 ounces bread. 1 pint milk.

No. 6, or extra Meat Diet.

Breakfast.	Dinner.	Supper.
6 ounces bread. 1 pint tea.	6 oz. bread, 6 oz. meat, 1 pint soup.	4 ounces bread. 1 pint milk.

No. 14. The soup is to be made as described in No. 6 of this article; and the tea is to be made with half a pound of tea and two pounds of sugar to eight gallons of water, and two quarts of new milk. Sick diets.

No. 15. For the patients in class II. the allowance shall be three-fourths of the allowance to those in class I.

No. 16. For the patients in class III. the allowance shall be two-thirds of the allowance to those in class I.

No. 17. For patients in class IV. the allowance shall be half the allowance to those in class I.

No. 18. For the patients in class V. the dietary shall be such as the medical officer shall specially prescribe in each case.

Discipline of Paupers.

Article 14.—All the paupers in the workhouse, except those disabled by sickness or infirmity, persons of unsound mind, and children, shall rise, be set to work, leave off work, and go to bed, at such times, and shall be allowed such intervals for their meals, as the board of guardians, shall by any regulation approved by the Commissioners, direct; and these several times shall be notified by the ringing of a bell. Discipline of paupers.

Article 15.—Half an hour after the bell shall have been rung for rising, the names of the paupers shall be called over by the master, schoolmaster, matron, schoolmistress, or other officer duly authorised, respectively, in the several wards; when every pauper belonging to each ward must be present, to answer to his name, and to be inspected; and a list of the persons in each ward, arranged in classes as provided in Article 13 for the purpose of dietary, shall be made out for the master's information.

Article 16.—The meals shall be taken by all the paupers (except those disabled by sickness or infirmity, persons of unsound mind, and children) in the dining hall, and in no other place whatever; and during the time of meals, order and decorum shall be maintained; and no pauper (except those disabled by sickness or infirmity, persons of unsound mind, and children) shall go to or remain in his sleeping room, either in the time appointed for work, or in the intervals allowed for meals, except by permission of the master or matron.

Article 17.—The master and matron of the workhouse shall (subject to the directions of the board of guardians) fix the hours of rising and going to bed for the sick, the infirm, and the young children, and determine the occupation and employment of which such inmates may be capable; and the meals for such inmates shall be provided at such times and in such manner as the board of guardians may direct.

Article 18.—The paupers of the respective sexes shall be dieted as set forth in the dietary table which may be prescribed for the use of the workhouse, and in no other manner.

Article 19.—Provided—

1stly.—That the medical officer may direct, in writing, such diet for any individual pauper in the sick or lunatic wards, as he shall deem necessary.

2ndly.—That if the medical officer shall at any time certify that he deems a temporary change in the diet essential to the health of the paupers in the workhouse, or of any class or classes thereof, the guardians shall cause a copy of such certificate to be entered on the minutes of their proceedings, and shall be empowered forthwith to order, by a resolution, the said diet to be temporarily changed according to the recommendation of the medical officer, and shall forthwith transmit a copy of such certificate and resolution to the Commissioners.

3rdly.—That the medical officer shall be specially consulted by the matron as to the nature of the food of the infants, and the time at which such infants should be weaned.

Article 20.*—(1)—No pauper inmate of any workhouse shall have or consume any tobacco, or any spirituous or fermented liquor, except where it is ordered in writing by the medical officer for any individual pauper of the sick, infirm, or lunatic classes, or for any pauper engaged at work of an offensive nature which may render tobacco or a stimulant necessary for the preservation of his health. The medical officer shall set forth briefly in each case the reason for making such order, and his report on the subject shall be laid before the board of guardians at their next meeting;

Provided that tobacco or snuff may be supplied to the aged and infirm classes of workhouse inmates in any union, the board of guardians of which shall adopt a resolution to that effect after fourteen days' notice of the intention to move such resolution shall have been given to each member of the board of guardians, such previous notice to specify the quantity of tobacco, or snuff, proposed to be allowed to each inmate of the classes referred to.

(2.)—Anything in the said General Order of the fifth day of February, 1849,† to the contrary notwithstanding, the board of guardians of any union may from time to time, by resolution, determine in what rooms and at what times smoking shall be allowed, and no pauper shall smoke in the workhouse of such union in any other room or at any other time than is so allowed.

* The new Article 20 was substituted for the previous Article 20 by the Order of 1893.

† i.e., this Order.

Article 21.—The clothing to be worn by the paupers in the workhouse shall be made of such materials as the board of guardians may determine.

Article 22.—The paupers of the several classes shall be kept employed according to their capacity and ability; but no pauper shall work on his own account, or on account of any party other than the board of guardians; and no pauper shall receive any compensation for his labour, except such food as the medical officer shall recommend to be given to any pauper who may be in attendance on the sick.

Article 23.—The boys and girls who are inmates of the workhouse shall, for three of the working hours at least every day, be instructed in reading, writing, arithmetic and the principles of the Christian religion, and such other instruction shall be imparted to them as shall fit them for service, and train them to habits of usefulness, industry, and virtue.

Article 24.—Any pauper may quit the workhouse upon giving the master three hours' previous notice of his wish to do so; but no such pauper shall carry with him any clothes or other articles belonging to the board of guardians, without the express permission of the master or matron.

Article 25.—No pauper having a family dependent on him shall so quit the workhouse without taking the whole of such family with him; nor shall any pauper, after so quitting the workhouse, be again received therein, except in one of the modes prescribed in Article 1 for the admission of paupers.

Article 26.—Provided, nevertheless, that in any case urgently requiring the immediate and temporary presence of any pauper elsewhere, the restrictions upon quitting and returning to the workhouse, specified in Articles 1, 24, and 25, may be dispensed with by the master; but the master shall report in writing every such case to the board of guardians at their next meeting, stating specially the grounds of the exception in each particular case; and the allowance or disapproval of the same by the guardians shall be recorded in the minute book.

Article 27.—The master of the workhouse may allow the paupers of each sex under the age of fifteen, subject to such restrictions as the board of guardians may impose, to quit the workhouse under the care and guidance of himself, or the matron, schoolmaster, schoolmistress, porter, or some other paid officer of the workhouse, for the purpose of exercise.

Article 28.—No person shall visit any pauper in the workhouse, except by permission of the master or (in his absence) of the matron, and subject to such conditions and restrictions as the board of guardians may prescribe; such interview shall take place, except where a sick pauper is visited, in a room

separate from the other inmates of the workhouse, in the presence of the master, matron, porter, or other officer authorised by the board of guardians in that behalf.

Article 29.—No written or printed paper of an improper tendency shall be allowed to circulate or be read aloud among the inmates of the workhouse.

Article 30.—No pauper shall play at cards, or at any game of chance, in the workhouse; and it shall be lawful for the master to take from any pauper, and to keep until his departure from the workhouse, any cards, dice, or other articles relating to games of chance, which may be in his possession.

Article 31.—No pauper shall smoke within the precincts of the workhouse, nor shall have any matches or other articles of a highly combustible nature in his possession.

Article 32.—Any regular minister of the religious persuasion of any inmate of the workhouse who shall, at any time in the day, on the request of any inmate, enter the workhouse for the purpose of affording religious assistance to him, or for the purpose of instructing his child or children in the principles of his religion, shall give such assistance or instruction so as not to interfere with the good order and discipline of the other inmates of the workhouse; and such religious assistance or instruction shall be strictly confined to inmates who are of the religious persuasion of such minister, and to the children of such inmates.

Article 33.—If any inmate of the age of fifteen years and upwards, being of sound mind, shall desire to be registered as of a different religious denomination from that which is entered as his religious denomination in the register; or if the parent or surviving parent of any child under the age of fifteen, shall desire, in the like manner, to have the register amended in respect of the religious denomination of such child; in either of such cases, if the board of guardians shall, after due inquiry and personal examination of the party expressing such desire, be satisfied that the present religious persuasion of any inmate is wrongly described in the register, they shall cause the same to be amended accordingly.

Article 34.—If any inmate, being of sound mind, shall desire to be visited by a minister of any religious denomination different from that which is entered in the register as the religious denomination of such inmate, the request shall be made to the master of the workhouse, who shall report the same to the board of guardians at their next meeting; and the guardians shall give such directions thereon as may appear to them fitting and expedient; provided that in any case of urgency, affecting the life of an inmate, the master, of his own discretion or the matron in the absence of the master, shall permit such inmate to be visited at once, and communicate such request to such minister accordingly.

Article 35.—No work, except the necessary household work and cooking, shall be performed by the paupers on Sunday, Good Friday, and Christmas Day.

Article 36.—No work, except the necessary household work and cooking, shall be required to be performed by any pauper who shall be entered in the register as professing the Roman Catholic religion, on any of the following days observed as holidays in the Roman Catholic Church; that is to say, the 1st and 6th days of January, the 17th and 25th days of March, the 29th day of June, the 15th day of August, the 1st day of November, Ascension Day, and Corpus Christi Day.

Article 37.—Prayers shall be read before breakfast and after supper every day, and divine service shall be performed every Sunday in the workhouse (unless the guardians, with the consent of the Commissioners, shall otherwise direct); at which prayers and service all the paupers shall attend, except the sick, persons of unsound mind, the young children, and such as are too infirm to do so; provided that those paupers who may object so to attend on account of their religious principles shall also be exempt from such attendance.

Punishments for Misbehaviour of Paupers.

Article 38.—Any pauper who shall neglect to observe such of the regulations herein contained as are applicable to and binding on him; Punishment for misbehaviour.

- Or who shall make any noise when silence is ordered to be kept;
 - Or who shall use obscene or profane language;
 - Or shall by word or deed insult or revile any person;
 - Or shall threaten to strike or to assault any person;
 - Or shall not duly cleanse his person;
 - Or shall refuse or neglect to work, after having been required to do so;
 - Or shall pretend sickness;
 - Or shall play at cards or other game of chance;
 - Or shall enter, or attempt to enter, without permission, the ward or yard appropriated to any class of paupers, other than that to which he belongs;
 - Or shall misbehave at public worship, or at prayers;
 - Or shall return after the appointed time of absence when allowed to quit the workhouse temporarily;
 - Or shall wilfully disobey any lawful order of any officer of the workhouse;
- shall be deemed disorderly.

Article 39.—Any pauper who shall, within seven days, repeat any one or commit more than one of the offences specified in Article 38;

- Or who shall by word or deed insult or revile the master or matron, or any other officer of the workhouse, or any of the guardians;

Or shall wilfully disobey any lawful order of the master or matron after such order shall have been repeated ;
Or shall attempt to introduce any fermented or spirituous liquors or tobacco, without lawful authority ;
Or shall unlawfully strike or otherwise unlawfully assault any person ;
Or shall wilfully or mischievously damage or soil any property whatsoever belonging to the board of guardians ;
Or shall wilfully waste, spoil, or attempt to dispose of, any provisions, stock, tools, or materials for work, belonging to the board of guardians ;
Or shall be drunk ;
Or shall commit any act of indecency ;
Or shall wilfully disturb the other inmates during prayers or divine worship ;
Or shall climb over any wall or fence, or attempt to quit the workhouse premises in any irregular mode ;
Or shall attempt to convey out of the workhouse any clothes or other articles belonging to the board of guardians ;
shall be deemed refractory.

Article 40.—It shall be lawful for the master of the workhouse, with or without the directions of the board of guardians, to punish any disorderly pauper, by requiring such pauper, for a time not exceeding two days, to perform one or two hours' extra work in each day, and by withholding all milk or butter-milk which such pauper would otherwise receive with his meals.

Article 41.—It shall be lawful for the board of guardians, by a special direction to be entered on their minutes, to order any refractory pauper to be punished by confinement in a separate room, with or without an increase in the time of work and an alteration of diet, similar in kind and duration to that prescribed in Article 40 for disorderly paupers ; but no pauper shall be so confined for a longer period than twenty-four hours ; or if it be deemed right that such pauper shall be carried before a justice of the peace, and if such period of twenty-four hours should be insufficient for that purpose, then for such further time as may be necessary for such purpose.

Article 42.—It shall be lawful for the board of guardians, by any special or general order, to direct that a dress different from that of the other inmates shall be worn by disorderly or refractory paupers, during a period of not more than forty-eight hours, jointly with or in lieu of the alteration of diet to which any such pauper might be subjected by the regulations herein contained ; but it shall not be lawful for the board of guardians to cause any penal dress, or distinguishing mark of disgrace, to be worn by any adult pauper, or class of adult paupers, unless such pauper or paupers shall be disorderly or

refractory within the meaning of Articles 38 or 39 of this Order.

Article 43.—If any offence, whereby a pauper becomes refractory under Articles 38 or 39, be accompanied by any of the following circumstances of aggravation ; that is to say, if such pauper

- Persist in using violence against any person ;
- Or persist in creating a noise or disturbance, so as to annoy a considerable number of the other inmates ;
- Or endeavour to excite other paupers to acts of insubordination ;
- Or persist in acting indecently or obscenely in the presence of any other inmate ;
- Or persist in mischievously breaking or damaging any goods or property of the guardians ;
- Or persist in refusing to work ;

it shall be lawful for the master, without any direction of the board of guardians, immediately to place such refractory pauper in confinement for any time not exceeding twelve hours ; which confinement shall, however, be reckoned as part of any punishment afterwards imposed by the board of guardians for the same offence. But it shall not be lawful for the master to confine any adult pauper without the direction of the board of guardians in that behalf, except in one of the cases specified in this article.

Article 44.—Every refractory pauper shall be deemed to be also disorderly, and may be punished as such ; but no pauper who may have been punished for any offence as disorderly shall afterwards be punished for the same offence as refractory, and no pauper who may have been punished for any offence as refractory shall afterwards be punished for the same offence as disorderly.

Article 45.—No pauper who may have been under medical care, or who may have been entered in the weekly medical return as sick or infirm, at any time in the course of the seven days next preceding the day of the commission of the offence, or who may be reasonably supposed to be under twelve or above sixty years of age, or who may be pronounced by the medical officer of the workhouse to be pregnant, or who may be suckling a child, shall be punished by alteration of diet or by confinement, unless the medical officer shall have previously certified, in writing, that no injury to the health of such pauper is reasonably to be apprehended from the proposed punishment ; and any modification diminishing such punishment which the medical officer of the workhouse may suggest, shall be adopted by the master.

Article 46.—No pauper shall be confined between eight o'clock in the evening and six o'clock in the morning, without being furnished with a bed and bedding suitable to the season, and with the other proper conveniences.

Article 47.—No child under twelve years of age shall be confined in a dark room, or during the night.

Article 48.—No corporal punishment shall be inflicted on any male child except by the schoolmaster or master of the workhouse.

Article 49.—No corporal punishment shall be inflicted on any female child.

Article 50.—No corporal punishment shall be inflicted on any male child except with a rod or other instrument, such as shall be seen and approved of by the board of guardians or the visiting committee.

Article 51.—No corporal punishment shall be inflicted on any male child until six hours shall have elapsed from the commission of the offence for which such punishment is inflicted.

Article 52.—Whenever any male child is to be punished by corporal correction, the master and schoolmaster shall (if possible) be both present.

Article 53.—No male child shall be punished by corporal correction, whose age may be reasonably supposed to exceed 13 years.

Article 54.—The master of the workhouse shall keep a book to be furnished to him by the guardians, in the Form (A) hereunto annexed, in which he shall duly enter—

1stly.—All cases of refractory or disorderly paupers, whether children or adults, reported to the board of guardians for their decision thereon.

2ndly.—All cases of paupers, whether children or adults, who may have been punished without the direction of the board of guardians, with the particulars of their respective offences and punishments.

Article 55.—The person who punishes any child with corporal correction shall forthwith report to the master the particulars of the offence and punishment: and the master shall enter the same in the book specified in Article 54.

Article 56.—Such book shall be laid on the table at every ordinary meeting of the board of guardians, and every entry made in such book since the last ordinary meeting shall be read to the board by the clerk.

The guardians shall thereupon, in the first place, give directions as to any confinement or other punishment of any refractory or disorderly pauper, reported for their decision, and such direction shall be entered on the minutes of the proceedings of the day, and a copy thereof shall be inserted by the clerk in the book specified in Article 54.

The guardians, in the second place, shall take into their consideration the cases in which punishments are reported to have been already inflicted by the master or other officer; and

the opinions of the guardians in every such case shall be entered on the minutes of the day, and shall be communicated to the master by the chairman or clerk ; and if the opinion of the guardians be that the master or other officer has in any case acted illegally or improperly, a copy of the minutes of such opinion shall be forwarded by the clerk to the Commissioners.

Article 57.—Every pauper above the age of seven years, who is in the workhouse, and who may have been punished since the last ordinary meeting of the guardians, or who may be reported as refractory or disorderly, shall be brought into the board-room during the sitting of the board of guardians at their next ordinary meeting, whether he may request it or not, and shall have an opportunity of complaining to the guardians of any undue punishment, or of any unjust charge : and the fact of such pauper having been brought before the guardians, shall be entered on the minutes of the proceedings of the day.

Article 58.—The master shall cause a legible copy of the regulations respecting disorderly and refractory paupers contained in this Order, to be kept suspended in the dining-hall of the workhouse, in the school-room or school-rooms, and in the probationary wards, and also in the board-room of the guardians.

Visiting Committee.

Article 59.—The board of guardians shall appoint a visiting committee from their own body, who shall carefully examine the workhouse of the union once in every week at least, shall inspect the last reports of the chaplains and medical officer of the workhouse, shall examine the stores in the workhouse, and ascertain the truth and circumstances of any complaints that may be made to them. And the visiting committee shall from time to time write such answers as the facts may warrant to the following queries, which are to be printed in a book, entitled the "Report Book of the Visiting Committee," to be provided by the guardians, and kept in the workhouse for that purpose, and to be submitted regularly to the board of guardians at their ordinary meeting.

Visiting
committee.

Question 1. Is the workhouse, with its wards, offices, yards, and appurtenances, clean and well ventilated in every part ?—If not, state the defect or omission.

Q. 2. Do the adult inmates of the workhouse, of all classes, appear clean in their persons, and decent and orderly in their behaviour ?—If not, state the exceptions.

Q. 3. Are the able-bodied inmates of each sex employed and kept at work as directed by the board of guardians ?—If not, and if any improvement can be suggested in their employment, state the same.

Q. 4. Are the infirm of each sex who are capable of work, employed and kept to work as far as their circumstances admit of it, and as directed by the board of guardians?—If not, and if any improvement can be suggested, state the same.

Q. 5. Are the persons infirm in body or mind, of either sex, properly attended to, according to their several conditions?

Q. 6. Are the boys and girls in the school making due progress in reading, writing, and arithmetic, and do the chaplains regularly attend to their religious instruction?

Q. 7. Is the industrial training of the boys and girls properly attended to, and are they employed as the guardians have directed?

Q. 8. Are the boys and girls clean in their persons, and correct in their behaviour?

Q. 9. Are the young children properly nursed and taken care of, and do they appear in a clean and healthy state?

Q. 10. Is regular attendance given by the medical officer?

Q. 11. Do the inmates of the infirmary appear to be in as satisfactory a state as their ailments admit of? Is there any infectious disease in the workhouse?—If so, state the particulars. Is there any child not vaccinated?

Q. 12. Is divine service regularly performed? Are prayers regularly read?

Q. 13. Is the established dietary duly observed? And are the hours of meals regularly adhered to?

Q. 14. Are the provisions and other supplies of the qualities contracted for?

Q. 15. Is the separation of the various classes strictly enforced according to Article 9.

Q. 16. Is any complaint made by any pauper against any officer, or in respect of the provisions or accommodations?—If so, state the name of the complainant and the subject of the complaint.

Article 60.—It shall be lawful for the Commissioners, or any of them, or the assistant commissioners, or any of the inspectors, to visit and inspect the workhouse, and to enter any remarks thereon in the book containing the questions to be answered by the visiting committee; and no officer of such workhouse shall in any way, directly or indirectly, impede such visit or inspection or the entry of such remarks.

The Repairing, Upholding, and Insuring of the Workhouse.

Upholding, &c.,
of workhouse.

Article 61.—The guardians shall, once at least in every year and as often as may be necessary for cleanliness, cause all the rooms, wards, offices, and privies belonging to the workhouse to be limewashed and the cesspools to be emptied.

Article 62.—The guardians shall uphold and maintain the premises constituting the workhouse in good and substantial repair; and shall, from time to time, remedy, without delay

any such defect in the repair of the house, its drainage, warmth or ventilation, or in the furniture or fixtures thereof, as may tend to injure the health of the inmates; and with a view to so upholding and maintaining the workhouse, they shall insure and keep insured the same against loss or damage by fire, for such a sum, being reasonably sufficient to cover any probable loss, and in such manner as the said guardians may determine.

*Duties of the Officers of the Workhouse.**

Article 63.—The duties of the several officers of the workhouse and their assistants appointed or to be appointed by the board of guardians, under the regulations of the Commissioners or by the Commissioners in default of appointment by the board of guardians, shall be, respectively, such as hereinafter specified.

Duties of officers.

Duties of the Master.

Article 64.—The following shall be the duties of the master of the workhouse :—

Master's duties.

- No. 1. To admit paupers into the workhouse in obedience to any order made under Article 1, and also persons applying for admission, who may appear to him to require relief through any sudden and urgent necessity; or who shall be named in any written recommendation from a warden and shall appear to the master to be destitute and proper objects for admission; and to cause every pauper upon admission to be examined by the medical officer, as is directed in Article 4.
- No. 2. To register the name and religious persuasion of every pauper, upon his admission; and to cause every male pauper above the age of seven years, upon admission to be searched, cleansed, and clothed, and to be placed in the ward appropriated to the class to which he appears to belong.
- No. 3. To enforce industry, order, punctuality, and cleanliness, and the observance of the several rules herein contained, by the paupers in the workhouse, and by the several officers, assistants, and servants therein employed.
- No. 4. To read prayers to the paupers before breakfast and after supper every day, or cause prayers to be read; at which all the inmates must attend, excepting those who are incapacitated through sickness, infirmity, or infancy, and those who object to such attendance on account of their religious principles; and to the paupers making such declaration, the master shall, if practicable, cause prayers to be read by some one of their own religious persuasion.

* As to the duties of the Nurse, see Order dated July 5, 1901, printed at p. 116 above.

- No. 5. To cause the paupers to be inspected, and their names called over, immediately after morning prayers every day, in order that it may be seen that each individual is clean and in a proper state.
- No. 6. To provide for and enforce the employment of the able-bodied adult paupers, during the whole of the hours of labour; to assist in training the youth in such employment as will best fit them for gaining their own living; to keep the partially disabled paupers occupied to the extent of their ability; and to allow none who are capable of employment to be idle at any time.
- No. 7. To visit the sleeping wards of the male paupers at eleven o'clock in the forenoon of each day, and to see that such wards have been duly cleansed and properly ventilated.
- No. 8. To see that the meals of the paupers are properly dressed and served, and to superintend the distribution thereof, in accordance with Articles 16, 19, and 20.
- No. 9. To say, or cause to be said, grace before and after meals.
- No. 10. To see that the dining-halls, tables and seats are cleansed after each meal.
- No. 11. To visit all the wards of the male paupers at or before nine o'clock every night, and see that all the male paupers are in bed, and that all fires and lights are extinguished.
- No. 12. To receive from the porter the keys of the entrance to the workhouse, at nine o'clock every night, and to deliver them to him again at six o'clock every morning, or at such hours as shall, from time to time, be fixed by the board of guardians and approved by the Commissioners.
- No. 13. To see that the male paupers are properly clothed, and that their clothes are kept in proper repair.
- No. 14. To send for the medical officer of the workhouse, in case any pauper is taken ill, or becomes insane; and to take care that all sick and insane paupers are duly visited by the medical officer, and are provided with such medicines and attendance, diet, and other necessaries, as the medical officer shall in writing direct; and to apprise the nearest relation in the workhouse of the sickness of any pauper. And in the case of dangerous sickness to send for the chaplain or other licensed minister of the persuasion of the pauper, as well as for any relative or friend of such pauper, resident within reasonable distance, whom he may desire to see.
- No. 15. To give immediate information of the death of any pauper in the workhouse to the medical officer, and to the nearest relations of the deceased who may be known to him, and who may reside within a reasonable distance; and if the body be not removed within a reasonable time to provide for the interment thereof.

- No. 16. To take charge of the clothes and other articles, if any, of such deceased pauper, and deliver an inventory thereof to the next meeting of the board of guardians, who shall give the necessary directions respecting the same.
- No. 17. To keep all books of accounts which he is, or hereafter may be,* by any order under the seal of the Commissioners, directed and required to keep; to allow the same to be constantly open to the inspection of any of the guardians of the union, and to submit the same to the guardians at their meetings.
- No. 18. To keep a book in the form (B) to this Order annexed, to be entitled "The Diet Class Book," in which he shall, every evening, enter the number of the several classes of healthy and sick inmates, as ascertained by the daily roll-call in each department of the workhouse, as directed in Article 15.
- No. 19. To keep a daily diet book in the form (C) to this Order annexed; and for the better regulation of the issues of provisions from store, to ascertain and enter in the said book, before each meal, the numbers of each of the several classes who are to partake thereof, and the quantities of each article of diet which, according to the existing dietary, shall be required for each class, and likewise to enter the quantities of each article to be taken from store for consumption at each meal by the healthy inmates of the workhouse.
- No. 20. In like manner to keep and daily enter up a daily diet book in the form (D) to this Order annexed, for the sick inmates.
- No. 21. To submit to the board of guardians at every ordinary meeting an estimate of such provisions and other articles as are required for the use of the workhouse, and to receive and execute the directions of the board of guardians thereupon.
- No. 22. To receive all provisions and other articles purchased or procured for the use of the workhouse, and before placing them in store, to weigh the same, and examine and compare them with the bills of parcels or invoices severally relating thereto; and after having proved the accuracy of such bills or invoices, to authenticate the same with his signature, and submit them to the board of guardians at their next ordinary meeting.
- No. 23. To receive and take charge of all provisions, clothing, linen, and other articles belonging to the workhouse, or confided to his care by the board of guardians, and issue the same to the matron or other persons as may be required; and such articles shall be applied to such purposes as shall be authorised or approved of by the board of guardians and to no other.

* See "The Union Accounts Order 1899," printed at pp. 154-210 below.

- No. 24. To take stock of provisions, clothing, linen, and other articles belonging to the workhouse, once at the least in every half year (that is to say, on the 25th day of March and the 29th day of September, respectively), in the presence of two guardians, to be named a committee for this special purpose, and the clerk of the union.
- No. 25. To obtain the order in writing of the board of guardians, duly entered in the order book provided for that purpose and signed by the chairman, before purchasing or procuring any alterations or repairs of any part of the premises, or the furniture or other articles belonging thereto.
- No. 26. To read over to the paupers such of the regulations herein contained, and at such times, as the board of guardians shall direct.
- No. 27. To report to the board of guardians, from time to time, the names of such children as may be fit to put out to service or other employment, and to take the necessary steps for carrying into effect the directions of the board of guardians thereon.
- No. 28. To keep a book to be called "The Master's Journal"; to enter therein every important occurrence in the workhouse, other than those entered in the book required by Article 54 to be kept, and to cause such book to be laid before the board of guardians at every ordinary meeting.
- No. 29. To take care that the wards, rooms, larder, kitchen, and all other offices of the workhouse, and all the utensils and furniture thereof be kept clean and in good order; and as often as any defect in the same or in the state of the workhouse shall occur, to report the same in his journal to the board of guardians at their next ordinary meeting.
- No. 30. To inform the visiting committee and the board of guardians of the state of the workhouse in every department; and to report in his journal to the board of guardians, at their next ordinary meeting, any negligence or other misconduct on the part of any of the subordinate officers or servants of the establishment; to offer suggestions to the board of guardians for the correction of abuses and the introduction of improvements into the management of the workhouse; and generally to observe and fulfil all lawful orders and directions of the board of guardians suitable to his office.

Duties of the Matron.

**Matron's
duties.**

Article 65. The following shall be the duties of the matron of the workhouse:—

- No. 1. In the absence of the master, or during his inability, to act as his substitute in all matters relating to the admission of paupers in the workhouse; and to cause

every pauper, upon such admission, to be duly registered and examined by the medical officer, as is directed in Article 4.

- No. 2. To cause the pauper children under the age of seven years, and the female paupers, to be searched, cleansed, and clothed, upon their admission, and to be placed in the wards appropriated to the classes to which they appear to belong.
- No. 3. To provide for and enforce the employment of the able-bodied female paupers during the whole of the hours of labour; and to keep the partially disabled female paupers occupied to the extent of their ability, and to assist the schoolmistress in training up the children so as best to fit them for service.
- No. 4. To call over the names of the paupers, as is directed in Article 15; to inspect their persons, and see that each individual is clean.
- No. 5. To visit all the wards of the females and children every night before nine o'clock, and to ascertain that all the paupers in such wards are in bed, and all the fires and lights therein extinguished.
- No. 6. To pay particular attention to the moral conduct and orderly behaviour of the females and children, and to see that they are clean and decent in their dress and persons.
- No. 7. To superintend and give the necessary directions for making and mending the linen and clothing supplied to the male paupers, and all the clothing supplied to the female paupers and children; and to take care that all such clothing be marked with the name of the union.
- No. 8. To see that every pauper in the workhouse has clean linen once a week, and that all the beds be kept in a clean and wholesome state.
- No. 9. To take charge of the linen and stockings for the use of the paupers, and the other linen in use in the workhouse and to apply the same to such purposes as shall be authorised or approved of by the board of guardians, and to no other.
- No. 10. To superintend and give the necessary directions concerning the washing, drying, and getting up of the linen, stockings, and blankets; and to see that the same be not dried in the sleeping wards, or in the sick wards.
- No. 11. To take care, with the assistance of the nurses, of the children and sick paupers; and to provide the proper diet for the children and the sick paupers, and to furnish them with such changes of clothes and linen as may be necessary.
- No. 12. To make a requisition for such articles as she deems to be necessary, in a book to be provided for the purpose; such book, when signed by the master, to be laid by him before the board of guardians at their next ordinary meeting

No. 13. To assist the master in the general management and superintendence of the workhouse, and especially in—

Enforcing the observance of good order, cleanliness, punctuality, industry, and decency of demeanour among the paupers ;

Cleansing and ventilating the sleeping wards and the dining hall and all other parts of the premises ;

Placing in store and taking charge of the provisions, clothing, linen, and other articles belonging to the union.

No. 14. To report to the master any negligence, or other misconduct on the part of any of the subordinate officers or servants of the establishment.

No. 15. And generally to observe and fulfil all lawful orders and directions of the board of guardians suitable to her office.

Duties of the Schoolmaster and Schoolmistress.

Duties of
schoolmaster
and school-
mistress.

Article 66.—The following shall be the duties of the schoolmaster and schoolmistress :—

No. 1. To instruct the boys and girls according to the directions expressed in Article 23.

No. 2. To regulate the discipline and organizations of the school, and the industrial and moral training of the children, subject to the directions of the board of guardians.

No. 3. To accompany the children when they quit the workhouse for exercise.

No. 4. To keep the children clean in their persons, and orderly and decorous in their conduct.

No. 5. To assist the master and matron, respectively, in maintaining due subordination in the workhouse.

Duties of the Porter.

Porter's duties.

Article 67.—The following shall be the duties of the porter of the workhouse :—

No. 1. To keep the gate, and to prevent any person, not being an officer of the workhouse or of the union, or one of the Commissioners, or the assistant-commissioner, one of the inspectors, or any person authorised by law, or by the Commissioners, or board of guardians, from entering into or going out of the house without the leave of the master or matron.

No. 2. To keep a book in which he shall enter the name and business of every officer or other person who shall go into the workhouse, and the name of every officer or other person who shall go out thereof, together with the time of such officer's or person's going in or out.

- No. 3. To receive all paupers who apply for admission with a proper order, as directed in Article 1, or under circumstances of sudden or urgent necessity ; and if the master and matron be both absent, to place such paupers in the probationary ward until the master or matron return.
- No. 4. To take charge of the clothes of each pauper on his admission to the workhouse, and to deposit them, when purified, in a place appropriated for the purpose, having affixed to them a list of the articles and the name of the pauper to whom they belong.
- No. 5. To examine all parcels and goods before they are received into the workhouse, and prevent the admission of any spirituous or fermented liquors, or other articles contrary to law, or to any of the regulations herein contained.
- No. 6. To search any pauper entering or leaving the workhouse whom he may suspect to have possession of any spirits or other prohibited articles, and to require any other person entering the workhouse whom he may suspect of having possession of any such spirits or prohibited articles, to satisfy him to the contrary before he shall permit such person to be admitted.
- No. 7. To examine all parcels taken by any pauper out of the workhouse, and to prevent the undue removal of any article from the premises.
- No. 8. To lock all the outer doors, and take the keys to the master at nine o'clock every night, and to receive them back from him every morning at six o'clock, or at such hours as shall, from time to time, be fixed by the board of guardians and approved of by the Commissioners ; and if any application for admission to the workhouse be made after the keys shall have been so taken to the master, to apprise the master forthwith of such application.
- No. 9. To assist the master, matron, schoolmaster, and schoolmistress, in preserving order, and in enforcing obedience and due subordination in the workhouse.
- No. 10. To inform the master of all things affecting the security, order, and interest of the workhouse, and to obey all the lawful directions of the master or matron, and of the board of guardians.

*Duties of the Medical Officer for the Workhouse.**

Article 68.—The following shall be the duties of the medical officer for the workhouse :—

- No. 1. To attend at the workhouse daily, and not later than twelve o'clock at noon, and also when sent for by the master, matron, or porter of the workhouse, in cases Medical officer's duties.

* See also the Order of May 4, 1896, printed at p. 152 below.

of sudden illness, accident, or other emergency ; and at all such other times as the state of the sick or insane patients within the workhouse may render necessary.

No. 2. To examine the state of the paupers on their admission into the workhouse ; to examine the state of the patients in the sick wards ; and also the state of any sick or insane pauper in the other wards.

No. 3. To give all necessary directions as to the diet, classification, and treatment of the sick paupers, and paupers of unsound mind, and to report to the board of guardians any pauper of unsound mind in the workhouse whom he may deem to be dangerous.

No. 4. To enter in a book, to be provided for that purpose, called the Sick Dietary Book, all directions which he may give regarding the diet of the sick paupers, and paupers of unsound mind, and to submit the same to the guardians at their weekly meetings.

No. 5. To report in writing to the board of guardians any defect in the diet, drainage, ventilation, warmth, or other arrangement of the workhouse, or any excess in the number of any class of inmates, which he may deem to be detrimental to the health of the inmates.

No. 6. To give all necessary directions as to the diet of the children, and to vaccinate such of the children as may require vaccination.

No. 7. To make a weekly return to the board of guardians in a book prepared according to the prescribed form,* and to insert therein the date of every attendance, and to deliver the same, when completed, to the guardians.

No. 8. To enter in his weekly return the death of every pauper who shall die in the workhouse, together with the apparent cause thereof.

No. 9. To give to the guardians, when required, any reasonable information respecting the case of any pauper who has been under his care ; to make any such written report relative to any sickness prevalent among the paupers in the workhouse as the board of guardians, or the Commissioners, may require of him ; and to attend the board of guardians when requested by them so to do.

Duties of Chaplain.

Chaplain's
duties.

Article 69.—The following shall be the duties of a chaplain of the workhouse :—

No. 1. To celebrate divine service, and to preach to the paupers, every Sunday, and on such other days as it may be directed by competent authority.

* See Article 7 and Form 31 of the Union Accounts Order, printed at pp. 159, 196 below.

No. 2. To visit any sick pauper in the workhouse from time to time, and at all times when he may be applied to for that purpose by the master or matron.

No. 3. To examine and catechise the children at least once in every month; and, after each of such examinations, to record the same, and state the general progress of the children in a book to be kept for that purpose, to be laid before the board of guardians at their next ordinary meeting; in which book the chaplain shall also insert the date of each of his attendances at the workhouse.

Provided always, that it shall be lawful for the guardians, with the previous consent of the Commissioners, to dispense with the performance of any of the duties specified in this article.

Provided also, that nothing herein prescribed shall be construed to authorise any chaplain or other officer of the workhouse to act otherwise than in conformity with the provisions of the 49th section of the first-recited Act.

Explanation of Terms.

Article 70.—Whenever the word “guardians,” or the words “board of guardians,” are used in this Order, such word or words shall be taken to signify the guardians and board of guardians appointed or acting for the union to which the workhouse, subject to these regulations, belongs, or to the paid officers acting in execution of the duties of such board of guardians. Interpretation of terms.

Article 71.—Whenever the word “Commissioners” is used in this Order, it shall be taken to signify the Commissioners for administering the laws for relief of the poor in Ireland.

Article 72.—Whenever there may be more than one workhouse belonging to a union, this Order shall be held to apply to each and every of such workhouses, in so far as the regulations herein contained shall be applicable to the class or classes of paupers, respectively, maintained in any such workhouse, and to the officers appointed or to be appointed for such workhouse.

Article 73.—Whenever, in describing any person or party, matter or thing, the word importing the singular number or the masculine gender only is used in this Order, the same shall be taken to include, and shall be applied to several persons or parties, as well as one person or party, and females as well as males, and several matters or things as well as one matter or thing, respectively, unless there be something in the subject or context repugnant to such construction.

Article 74.—Whenever in this Order any article is referred to by its number the article of this Order bearing that number shall be taken to be signified thereby.

FORM (A*).

Offence and Punishment Book.

No. of Case.	Name.	Offence.	Date of Offence.	Punish- ment inflicted by Master or other Officer.	Opinion of Guardians thereon.	Punish- ment ordered by Board of Guardians.	Date of Punish- ment.	Initials of Clerk.	Obser- vations.

* See Article 54 printed at p. 136 above.

FORM (B).*

Union Workhouse.

Diet Classes for the day of , 18 .

	Healthy Inmates.							Sick Inmates.						
	Able-bodied working Males.	Able-bodied working Females.	Aged and Infirm, and Adults of either Sex, above 15 years of Age not working.	Boys and Girls above Nine and under 15 years of Age.	Children above Five and under Nine Years of Age.	Children above Two and under Five Years of Age.	Infants under Two Years of Age.	Total Healthy.	Adults of either Sex above 15 Years of Age.	Boys and Girls above Nine and under 15 Years of Age.	Children above Five and under Nine Years of Age.	Children above Two and under Five Years of Age.	Infants under Two Years of Age.	Total Sick.
—	1.	2.	3.	4.	5.	6.	7.		1.	2.	3.	4.	5.	
Remaining in house last night														
Admitted this day														
Total														
Discharged, and died this day														
Remaining														
Transferred this day to Hospital -														
“ from Hospital														
Total of healthy and sick as classed this night - }														

* See Art. 64, No. 18, printed at p. 141 above.

FORM (C.)*

Daily Diet Book for Healthy Inmates, day of , 18 .

		Quantities of Prepared Food required in Pints, Ounces, &c., for each Class.					
		Breakfast.		Dinner.		Supper.	
	No. in Class.	No. in Class.	No. in Class.	No. in Class.	No. in Class.	No. in Class.	No. in Class.
Class I.	-						
Class II.	-						
Class III.	-						
Class IV.	-						
Class V.	-						
Class VI.	-						
Class VII.	-						
Totals	-						
Articles to be taken from store for each meal							

* See Art. 64, No. 19, printed at p. 141 above.

Schedule.

[Here follow the names of the then existing unions, certain of which have been merged or otherwise altered; the Order now applies to the whole of the unions in Ireland, a list of which is printed at p. 7. above.]

Sealed with our seal, this fifth day February, in the year of our Lord One thousand eight hundred and forty-nine.

(Signed) *E. T. B. Twistleton*,
Chief Commissioner.

T. N. Redington,
Under Secretary to the Lord Lieutenant.

Clarendon.

I, George William Frederick, Earl of Clarendon, Lord Lieutenant-General and General Governor of Ireland, do hereby approve this Order.

By His Excellency's Command,
T. N. Redington.

ORDER OF THE LOCAL GOVERNMENT BOARD, IRELAND, DATED
MAY 4, 1896, AMENDING THE GENERAL RULES FOR
MANAGEMENT OF WORKHOUSES.

1896. No. 498.

No. 46/M/96.

To the Guardians of the Poor of the several Unions named in the Schedule hereunto annexed, and the medical officers and masters of the workhouses of such unions;
And to all others whom it may concern.

Whereas, in exercise of the powers vested in them by an Act, passed in the second year of the reign of Her Majesty Queen Victoria intituled "An Act for the more effectual Relief of the destitute Poor in Ireland,"* the Commissioners for administering the laws for relief of the poor in Ireland, by a general Order under their seal bearing date the fifth day of February, 1849,† and herein-after referred to as the principal Order, did prescribe rules and regulations for regulating the management of workhouses in Ireland and the duties of workhouse officers:

And whereas by general Orders under our seal bearing date the twenty-second day of October, 1890, and tenth day of November, 1893,‡ we, the Local Government Board for Ireland,

* The Poor Relief (Ireland) Act, 1838 (1 & 2 Vic. c. 56).

† Printed at p. 122 above.

‡ The Order of October 22, 1890, was repealed by the Order of November 10, 1893, which is printed at length in Statutory Rules and Orders, 1893, p. 465. The Order of 1893 substituted a new Article 20 for Article 20 of the Order of 1849, and that substituted Article is printed at p. 130 above.

did amend the principal Order, and we now deem it expedient to further regulate in that behalf, as follows :

Now, therefore, in exercise of the powers vested in us, we, the Local Government Board for Ireland, do hereby order, direct and declare that the following regulations shall be in force with respect to the several unions named in the schedule hereunto annexed :—

Article 1.—In this Order the expressions “ medical officer ” and “ master ” mean, respectively, the medical officer and master of the workhouse of any union named in the said schedule and the expression “ board of guardians ” means the board of guardians of that union, or the paid officers acting in execution of the duties of such board of guardians :

Article 2.—Whenever, in the course of his professional treatment of workhouse inmates, a case arises which in the opinion of the medical officer necessitates his obtaining the assistance of another medical practitioner, the medical officer shall, if the circumstances of the case admit of such delay, apply to the board of guardians for authority to obtain the assistance of any duly qualified medical practitioner. If, however, the circumstances be so urgent as to render it necessary to obtain the requisite assistance before the next following meeting of the board of guardians, the medical officer shall apply in writing to the master to obtain the services of the nearest available duly qualified medical practitioner ; and it shall thereupon be the duty of the master to obtain such assistance and to report the circumstances to the board of guardians at their next following meeting.

Article 3.—If the medical officer be temporarily incapacitated by illness or other cause from performing his duties, he shall immediately, if practicable, communicate the fact to the master, who shall thereupon employ some duly qualified medical practitioner to discharge the duties of the medical officer during such temporary incapacity, but not for any longer period than until the next meeting of the board of guardians, when the master shall report the circumstances to them, and, if the necessity still exists, the board of guardians shall either continue such employment or make such other arrangements as they shall deem fit for the discharge of the medical officer's duties during his temporary incapacity.

Article 4.—The board of guardians shall pay to the medical practitioner employed to assist, or to temporarily discharge the duties of, the medical officer as aforesaid such reasonable remuneration for his services as we shall approve or direct.

Article 5.—The board of guardians shall make no deduction from the salary of the medical officer in respect of any payment made by them under Article 4 of this Order, unless with our approval previously had and obtained.

Sealed with our seal, this fourth day of May, in the year of our Lord one thousand eight hundred and ninety-six.

*George Morris.
F. MacCabe.*

Cadogan.

We, George Henry, Earl Cadogan, Lord Lieutenant General and General Governor of Ireland, do hereby approve this Order.

By command of His Excellency,
D. Harrel.

Schedule.

[Here follow the names of the then existing Unions, certain of which have been merged or otherwise altered; the Order now applies to the whole of the Unions in Ireland, a list of which is printed at p. 7 above].

4. Accounts and Audit.

THE UNION ACCOUNTS ORDER 1899. DATED
MARCH 20, 1899.

1899. No. 235.

To the Guardians of the Poor of the several Unions
named in the Second Schedule hereunto annexed ;

To the Committees and Officers of the said Guardians ;

And to all others whom it may concern :

In pursuance of the powers vested in us by the Poor Relief (Ireland) Act, 1838,* and the Acts amending the same, we, the Local Government Board for Ireland, do hereby, from the 25th day of March, 1899, rescind all Orders, and all such parts of any Orders, now in force as relate to the keeping, examining, closing, auditing, or otherwise dealing with the accounts of the guardians of the poor of the several unions named in the second schedule hereunto annexed :

And we hereby order and direct as follows :—

Article 1.—This Order shall be known and cited as “The Union Accounts Order, 1899.”

Article 2.—The several regulations in this Order contained shall, from and after the 25th day of March, 1899, be observed in regard to the accounts of the guardians of the poor of the

several unions named in the second schedule hereunto annexed, hereinafter referred to as "the guardians," and of their committees and officers, and in regard to the audit of such accounts, except in so far as the Local Government Board may from time to time assent to any departure from such regulations.

Article 3.—The several books of account and other records shall be kept by the respective officers of the guardians, and of their committees, respectively, according to the forms and directions given in this Order and in the first schedule hereunto annexed.

Accounts to be kept by the Clerk.

Article 4.—The clerk shall punctually enter up and accurately keep the following books of account, namely :—

(1.) The MINUTE BOOK, in which shall be entered the statistical information laid before the guardians relating to the inmates of the workhouse, and the state of the finances of the union; minutes of all proceedings of the guardians conducted in accordance with the directions given in any Order of the Local Government Board for the time being in force regulating such proceedings. The financial transactions shall be entered together in the first part of the minutes of each meeting (Forms 1 (a) and 1 (b)).

(2.) The FINANCIAL STATEMENT BOOK OF RECEIPTS (Form 2), and of EXPENDITURE (Form 3), in which shall be entered and classified in the proper columns the several items of money lodged with the treasurer during each month and particulars of the orders for payment made on the treasurer by the guardians at each stated finance meeting to be held in accordance with Article 8 (1) of this Order. The receipts reported to, and the payments ordered at, the stated finance meetings held in the months of October and April, in any year, which under Article 8 (1) and (6) of this Order are required to relate exclusively to the half-years ending on the last day of September and the last day of March in such year, shall be included in the accounts of the said half-years, respectively.

(3.) The GENERAL LEDGER, in which shall be entered, and posted up after each stated finance meetings, the totals under the following heads of account, and such additional heads as may be, or may from time to time become, necessary by virtue of any Order made by the Local Government Board or otherwise :—

1. Treasurer.
 - (a) Receipt and expenditure of loans.
 - (b) Other transactions.
2. Unpaid bills.
3. Clerk's petty disbursements.

4. Miscellaneous receipts :
 - (a) Repayments of relief.
 - (b) Rents of dispensary houses.
 - (c) Other receipts.
5. Provisions and necessities.
6. Clothing and bedding.
7. Salaries.
8. Establishment.
9. Workhouse farm.
10. Workhouse burials.
11. District school.
12. District hospital.
13. Relieving officers.—out-door relief.
14. Maintenance in extern institutions.
15. Emigration, law, and other expenses.
16. Medical charities.
17. Registration of births, deaths, and marriages, and of Vaccinations.
18. Superannuation and retiring allowances.
19. Assessment and results fees under the National School Teachers Act, 1875.*
20. Repayment of loans.
21. Loans receipt, and expenditure.
22. Union fund.
23. General balance.

With reference to the pages or folios of the financial statement books and general ledger from which the said totals are posted or transferred.

And with reference to every loan obtained by the guardians there shall be kept in the general ledger separate accounts under the following heads :—

1. Lender's loan account.
2. Individual loan account, the transactions in which are to be shown in the abstract of accounts (Form 35b) certified by the auditor.

The ledger account for clothing and bedding shall be balanced, and the amount to be charged in respect of wear and tear shall be ascertained, not by charging a certain sum per head per day for each inmate, but in the following manner. On the debit side of the account will appear the balance brought forward representing the value of stock on hands at the close of the last half year, and also the payments posted from the financial statement book of expenditure, and transfers from other ledger accounts representing clothing and bedding brought into stock during the half-year. At the close of each half-year it shall be the duty of the clerk to see that a careful and accurate inventory is taken, and a valuation made by a competent person to be appointed by the guardians at such remuneration as the Local Government Board shall

* 38 & 39 Vict. c. 96.

sanction. The credit side of the account shall be closed with a balance equal to the value of the stock in hand as so ascertained, and the difference between that balance and the total of the debit side of the account shall be shown in and transferred from the account to the debit of the union fund account as the sum chargeable in respect of the wear and tear of clothing and bedding during that half year.

Where the union is divided between more than one county or county borough, the clerk shall either separately, or in distinct columns in the union fund account, keep an account with the council of each county or county borough, showing the transactions of the board of guardians with each council.

(4.) The ORDER CHECK BOOK (Form 4). This book shall contain all orders given by the guardians for provisions, stores, repairs, and for other articles or work, and particulars of such orders, and forms of the invoices to accompany commodities supplied, or to be delivered when work is done; such orders, when signed by the clerk, together with the form of invoice, shall be detached from the said book, and issued to the tradesmen or other persons dealt with or employed, to be returned and disposed of in the manner described thereon; and the particulars certified by the clerk's initials, shall be retained in the said book. The consecutive numbers of such orders shall be printed.

(5.) The CHECK BOOKS OF ADMISSIONS INTO (Form 5), AND DISCHARGES FROM, the workhouse, (Form 6); shall contain the Orders of the guardians for such admissions and discharges respectively, and counterparts of such Orders: such Orders to be detached from the said books, and to be directed to the master, and the counterparts shall be retained in the same. On admitting or discharging inmates on such Orders the master shall enter at foot of same the date of admission or discharge, and the meal before which admission took place, or the meal after which discharge took place, as the case may be.

(6.) The OUT-DOOR RELIEF ORDER BOOK (Form 7), in which shall be entered the names of all persons whose applications for relief have been adjudicated upon by the guardians with a minute of the Order made on such application in each case, the particulars being set forth in the said form.

(7.) The OUT-DOOR RELIEF REGISTER (Form 8), in which shall be punctually entered from time to time the names and descriptions of the several persons relieved out of the workhouse, and other particulars, according to the said form. When the names of any persons are entered in this register they shall be forthwith transferred to an alphabetical index.

(8.) The OUT-DOOR RELIEF ADMISSION AND DISCHARGE BOOK (Form 9), in which shall be punctually entered from time to time from the application and report book, and the

out-door relief lists, and from returns to be made by each relieving officer, the names and other particulars of all persons admitted to or discharged from out-door relief, according to the said form.

Accounts to be kept by the Master of the Workhouse.

Article 5.—The master shall punctually enter up and accurately keep the following books of account, namely :—

(1.) The INDOOR RELIEF REGISTER (Form 10). When the names of any persons are entered in this register they shall be forthwith transferred to an alphabetical index.

(2.) The SEPARATE REGISTER, and account of relief given by way of Loan (Form 11).

(3.) The IN-DOOR ADMISSION AND DISCHARGE BOOK (Form 12).

(4.) The RECORD OF BIRTHS (Form 13).

(5.) The RECORD OF DEATHS (Form 14).

(6.) The IN-DOOR WEEKLY RELIEF LIST (Form 15).

(7.) The DIET CLASS BOOK (Form 16).

(8.) The DAILY DIET BOOK for the SICK (Form 17).

(9.) The PROVISION CHECK ACCOUNT (Form 18).

(10.) The PROVISION RECEIPT AND CONSUMPTION ACCOUNT (Form 19).

(11.) The WEEKLY ABSTRACT (Form 20) of provisions and necessaries received and consumed in the workhouse, and the SUMMARY of the ABSTRACT (Form 21). A copy of these records is to be made by the master after the close of each half-year and forwarded to the auditor by the clerk at the same time as the other abstracts (Forms 34 and 35) are being forwarded.

(12.) The CLOTHING MATERIAL AND CONVERSION BOOK (Form 22). An abstract of materials received and converted, following as far as applicable the lines of Form 21, shall be made by the master and forwarded to the auditor by the clerk at the same time as the other abstracts (Forms 34 and 35) are being forwarded.

(13.) The CLOTHING RECEIPT BOOK (Form 23) in which shall be inserted an account of the made up bedding or clothing, received either from tradesmen or from the clothing material store, for the use of the workhouse.

(14.) The INVENTORY BOOK (Form 24).—The master shall see that the initials of the officer in charge, and the certificate of each incoming officer are duly entered in this book in the proper place.

(15.) The LABOUR BOOK, in which shall be inserted the description and quantity of work, if any, performed by each pauper daily, with such particulars as may exhibit the state and mode of employment in the workhouse.

(16.) The WORKHOUSE FARM ACCOUNT (Form 25): which shall be made up, and closed at the end of each half-year, with the value of stock on hand ascertained by stocktaking and valuation as in the case of clothing and bedding.

Accounts :—Accounts to be kept by Relieving Officer. 159

Accounts to be kept by the Relieving Officers.

Article 6.—Every relieving officer shall enter up and accurately keep the following books of account, namely :—

(1.) The APPLICATION and REPORT BOOK (Form 26).

(2.) The ORDER CHECK BOOK for OUT-DOOR Relief in Kind (Form 27), which shall contain all orders issued by the relieving officer for out-door relief in kind whether provisional or otherwise. This form may be modified or dispensed with in any union where special arrangements have been made, with the approval of the Local Government Board, for the administration of out-door relief in kind.

(3.) The OUT-DOOR RELIEF LIST (Form 28). In the checking of the weekly account of each relieving officer it shall be the duty of the clerk to see that no credit is taken by the relieving officers for relief given in kind which is not duly vouched by the production of the certificate and receipt of the trader on Form 27.

(4.) The WEEKLY RECEIPT AND EXPENDITURE BOOK (Form 29).

(5.) In addition to the said books, the relieving officer shall make out at the end of each half-year a list (Form 30) of all persons relieved in his district. The clerk shall have this list printed, and shall cause copies of the same to be posted in such public places, and to be otherwise published throughout the union, as the guardians shall direct.

Accounts to be kept by the Medical Officer and Head Nurse of the Workhouse.

Article 7.—The medical officer and the head nurse of the workhouse shall enter up and accurately keep the several portions of the WEEKLY MEDICAL RETURN BOOK (Form 31), as indicated on the said form.

Examination and Settlement of Accounts.

Article 8.—(1.) No payments shall be made unless by an order of the board at a stated finance meeting held as hereinafter provided. Except in the case of advances made to union officers for out-door relief or to the clerk for petty cash, the payments made at each stated finance meeting shall be in respect of goods supplied, work done, or liabilities incurred not later than the close of the preceding month. The second meeting of the guardians in each month shall be the stated finance meeting. The receipts reported by the treasurer to the guardians, and the payments ordered by them, at each stated finance meeting, shall be kept distinct, and shall be entered and totalled on a separate statement. At the ordinary meeting next following each stated finance meeting, the statements having been first certified at foot by the clerk,

shall be submitted for confirmation by the guardians, and, when examined and confirmed, shall be signed at foot by the chairman of the meeting.

(2.) The order issued in favour of each relieving officer shall be of such amount as will provide for his estimated expenditure on outdoor relief during the ensuing month, provided it be not more than £30. Where the expenditure is estimated to exceed this sum, the amount to be advanced should be so divided between two or more separate orders that the amount of any one order shall not exceed the estimated expenditure for a fortnight; and, where more than one such order is issued at the same stated finance meeting to the same relieving officer it shall be the duty of the clerk to issue orders in such manner that no relieving officer shall at any one time have in hand a larger balance than will provide for a fortnight's estimated expenditure.

(3.) No bill or demand against the union exceeding £1 shall be payable at any stated finance meeting, unless and until it shall have been allowed, either by the board of guardians or by some committee or person specially authorised by them for that purpose, nor unless it shall have been in the hands of the clerk two clear days at the least before the day of such meeting. All payments out of the union fund exceeding £1 shall be made by the treasurer, and shall, unless made in pursuance of the specific requirement of any Act of Parliament, or of an Order of the Local Government Board or other competent authority, be made in pursuance of an order of the board of guardians (Form 32), signed by the chairman and two guardians present at a meeting of the board, and countersigned by the clerk.

(4.) Payments not exceeding £1 by the clerk in respect of petty disbursements, made by direction of the board of guardians, or on his own authority in case of urgency, are to be brought into the Financial Statement Book of Expenditure, in the following manner. Having regard to the average amount of such payments, the guardians shall fix, as a normal balance a sum which will be sufficient to meet all such payments for one month. At each stated finance meeting the clerk shall produce a list of his expenditure since the last settlement of his account, classified on the lines of the Financial Statement Book, with vouchers, and, the guardians having examined the list and vouchers shall, by the issue of an order for the total amount of such expenditure, reinstate his balance at the normal amount, and the expenditure shall be classified in the Financial Statement Book in the same way as all other expenditure.

(5.) After each stated finance meeting of the guardians, the clerk shall forthwith deliver or transmit by post to every person in whose favour a payment is so ordered at the said meeting a negotiable paying order or advice (Form 33), duly signed by him.

(6.) All bills and demands shall be brought in within six days at the furthest after the expiration of the half-year in

which they were incurred, and shall be forthwith examined, and shall be paid at the next stated finance meeting and be included in the accounts of the half-year.

(7.) The clerk shall, before each stated finance meeting, procure from the treasurer a statement of the sums of money and paying orders which the treasurer shall have received and paid since his last statement, and shall lay the same before the said meeting; and the chairman of the board shall affix his signature to the said book or statement of the treasurer, when the accuracy thereof shall have been ascertained.

(8.) The clerk shall enter from the treasurer's book in the proper column of the Financial Statement Book of Expenditure (Form 3) the date on which the amount of each paying order was paid by the treasurer, as appearing in the treasurer's book.

(9.) The board of guardians, in the examination and passing of bills shall refer to the counterparts in the Order Check Book (Form 4) of the orders, sanctioning the expenditure, and shall in all cases, require the party to whom the order was issued to produce it.

Closing Accounts, Half-yearly Abstracts and Audit.

Article 9.—The clerk shall make up and balance the accounts of the union at the end of every half-year ending on the thirtieth day of September, and the thirty-first day of March, and shall prepare therefrom and from the other records of the union, an abstract (Forms 34 (a) and 34 (b)), containing STATISTICAL STATEMENTS and other particulars, indicated thereon, and shall also make up an abstract (Forms 35 (a), 35 (b), and 35 (c)), containing FINANCIAL STATEMENTS and other particulars, indicated thereon. One copy of each of the said abstracts shall be forwarded to the auditor appointed for the union, within *one month* after the close of the half-year.

Article 10.—The auditor shall give to the clerk ten clear days' notice (Form 36) of the day appointed for auditing the accounts of the union, and the clerk shall, after receiving such notice, give six clear days' notice of the time and place at which such audit shall be held in the following manner :—

- (a) By causing to be exhibited on the external gate or door of the workhouse a notice (Form 37), and by continuing the same so exhibited until the day appointed for such audit.
- (b) By an advertisement in the same form in some one or more of the public newspapers circulating in the union.

The clerk shall also give due notice to the treasurer of this appointment, and shall send to the several other union officers who are bound to account a notice in the Form 38.

The clerk shall, six clear days before the day appointed for auditing the accounts of the union, deposit the said abstracts and books in the board room of the union; and shall permit the said abstracts and books to be inspected, examined, and copied by or on behalf of any body or person interested in the union, at any reasonable hour of the day (not being Sunday or a bank holiday), when the board shall not be sitting, after they shall be so deposited and until the day previous to that appointed for the auditing thereof.

Article 11.—Before each audit the clerk shall carefully prepare and verify a sufficient number of fair copies of the abstracts of accounts (Forms 34 and 35), and shall submit same to the auditor, who at the conclusion of the audit shall attest them and shall deal with them as provided in Article 12 of this Order.

Article 12.—Within fourteen days after the completion of each audit, the auditor shall make a report to the Local Government Board upon the accounts audited and examined by him, and shall transmit with such report the attested copies of the abstracts (Forms 34 and 35) submitted to him as herein-before provided. The Local Government Board shall retain one of the abstracts, and shall furnish the guardians and the council of the county or counties in which the union is situated, with a copy of the auditor's report and with one of the attested abstracts received therewith. Upon receipt of the auditor's report and abstracts the clerk shall forthwith publish the same in some one or more of the public newspapers circulating in the union, and shall also within one month after each audit, furnish to every member of the board of guardians a copy of the auditor's report and of the said abstracts.

Article 13.—The accounts of the guardians and their officers shall be audited half-yearly. Provided always, that if the auditor shall be required by the Local Government Board to hold an extraordinary audit, either of the whole or of any portion of the accounts, in addition to the ordinary audit, all the provisions herein contained with reference to the ordinary audit shall, so far as they may be applicable, apply to such extraordinary audit.

Article 14.—The clerk and the other officers of the guardians who by law are liable to account shall attend at the time and place appointed for the audit of their accounts, and shall submit all books and accounts which they are respectively required to keep by this or any other Order of the Local Government Board, or by the guardians, together with all documents and vouchers containing or relating to such books or accounts.

Article 15.—In auditing the accounts the auditor shall see that they have been kept and are presented in proper form,

that the particular items of receipt and expenditure are stated in sufficient detail, and that the payments are supported by adequate vouchers and authority. He shall ascertain whether all sums received, or which ought to have been received, are brought into account, and shall examine whether the expenditure is in all cases such as might lawfully be made. He shall also reduce such payments and charges as he shall deem to be exorbitant; shall surcharge moneys not duly accounted for, or lost by negligence, upon the person who ought to account for the sums, or whose negligence or improper conduct has caused the loss; and shall disallow and strike out such payments as are not authorised by law. If the auditor find that any money, goods, or chattels belonging to the guardians, have been purloined, embezzled, wasted, or misapplied, or that any deficiency or loss has been incurred by the negligence or misconduct of any officer or other person accounting, he shall surcharge such officer or person with such amount or value in his account, and submit a statement of such surcharge to the guardians as soon as he conveniently can do so. The sums so surcharged shall be recoverable in the manner provided by the Act 10 Victoria, chapter 31,* section 28, and all such sums surcharged, disallowed, or struck out, shall also be recoverable in the same manner as balances are recoverable under the provisions of the Irish Poor Relief Acts.

Article 16.—When the auditor disallows any payment or surcharges any sum upon any person, he shall, if required to do so by the person aggrieved, forthwith, or as soon as the arrangements for the business of his audit will permit, at the foot of the account state the ground of his decision in writing; the disallowance or surcharge shall be reported to the guardians at their next meeting, and a copy of the certificate of the surcharge and of the statement, if any, made by the auditor, shall be entered in the minutes.

Article 17.—The auditor shall examine and collate the several books and accounts; and shall ascertain that the several entries correspond with and balance each other, where such balance may be required; but in case of any error caused by inadvertence or accident in any account he may make the necessary correction, or require the officer rendering it to do so, and the auditor shall then deal with the account so corrected.

Article 18.—No erasures shall under any circumstances be made in any of the records or books of account prescribed by this Order: in case it should be found necessary to make an alteration in any entry it must be done by striking out the figure to be altered and by writing above or beside it the figure that is to take its place. The folios or pages, as the

* The Poor Relief (Ireland) Act, 1847.

case may be, of all such records or books of account should be numbered consecutively by the printer, and no leaf or leaves of any bound book so numbered shall be removed from the book.

Article 19.—The auditor shall receive any objection made by or on behalf of any body or person, interested or aggrieved, against the accounts undergoing audit, or any item or charge therein, or any vouchers or authority for the same; he may, if he thinks fit, require such objection to be put in writing, and shall examine into the merits thereof.

Article 20.—If the auditor shall doubt the correctness of any account, or any item or charge in any account, he may by summons under his hand and seal require any person to attend before him at any audit or adjournment thereof for the purpose of giving any information or evidence upon any matter connected with the accounts of any officer of the guardians liable to account, and may make inquiry into any such matter, and may administer oaths, and may examine all such persons upon oath, and may require and enforce the production upon oath of books, contracts, agreements, accounts, maps, plans, surveys, valuations, and writings, or copies thereof, respectively, in any wise relating to such matter, or where the auditor shall think fit, in lieu of requiring such oaths as aforesaid, he may require any such person to make and subscribe a declaration of the truth of the matters respecting which he shall have been or shall be so examined.

Article 21.—The personal representatives of an officer accountable under this Order, who dies before the audit of his accounts, shall account, in conformity with the provisions herein contained, in the place of such deceased officer, and all regulations affecting the accounts of such officer shall, so far as may be otherwise lawful, affect the accounts of his personal representatives.

Article 22.—The auditor having audited the several accounts in the ledger, shall append his signature and date of audit at foot of the balance sheet.

First Schedule.

FORM 1A.—FINANCIAL MINUTES.

(For every Meeting).

Union.

Meeting held the day of 18 .

The following Relief Registers were produced, examined and authenticated by the signature of the Chairman and counter-signature of the Clerk.

Indoor, from No.	to No.
Separate „ No.	to No.
Out door „ No.	to No.

The Ledger was produced by the clerk, posted up to the day of the last Stated Finance Meeting, with the proper debits and credits, as ordered on that day.

The following books were submitted by the clerk, he having first ascertained the accuracy of the entries made therein by the master of the workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the week ending Saturday, the day of 18 was submitted, of which the following is a summary.

	Stock in hand at close of preceding week			Received during the week.			Total.			Consumed during the week.						Stock in hand at close of this week.			Collective No. of days.
	£	s.	d.	£	s.	d.	£	s.	d.	By Inmates.	By Officers.	Total.	£	s.	d.	£	s.	d.	
Provisions	-																		
Necessaries	-																		
Total	-																		

The general average cost of an inmate for the week was -	:	:
Average cost in infirmary	-	-
Average cost in fever hospital	-	-

The following books were also produced by the clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

- | | |
|--|---|
| 1. The Clothing Materials and Conversion Book. | 6. The Out-door Relief Order Book. |
| 2. The Clothing Receipt Book. | 7. The Medical Weekly Return. |
| 3. The Inventory Book. | 8. The Out-door Admission and Discharge Book. |
| 4. The Labour Book. | 9. The In-door Admission and Discharge Book. |
| 5. The Labour Farm Account. | |

The Out-door Relief Lists, Application and Report Books, Order Check Books for out-door relief in kind, and Receipt and Expenditure Books of the several relieving officers were then produced by the clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

The Abstract of the Accounts of the several relieving officers for the last week ending Saturday, the day of 18 was submitted as follows :—

	Relieving Officer.	Relieving Officer.	Relieving Officer.	Relieving Officer.	Total.
	District No. I.	District No. II.	District No. III.	District No. IV.	
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
1. Balance in hand at close of previous week - - -					
2. Money since advanced by Guardians - - - -					
3. Total to be accounted for -					
<i>Expenditure.</i>					
4. Out-door Relief ordered by the Board—					
In Money - - -					
In Kind - - -					
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility - - -					
6. Orphans and Deserted Children boarded out - -					
7. Total Relief given - -					
8. Balance in hands at close of the week - - - -					
9. Total - - - - -					

FORM 1B.—FINANCIAL MINUTES.

(For Stated Finance Meetings only).

Union.

Stated Finance Meeting, held the day of , 18 .

The Financial Statement Book of Receipts was produced, examined, and authenticated by the signature of the chairman and the counter-signature of the clerk, showing the sums which had been received in the month of , and the ledger entries to be made in respect of same as follows :—

	DR.			CR.		
	£	s.	d.	£	s.	d.
Dr. Treasurer :—						
Total Amount of Lodgments - - - -						
Cr. County Council, Money supplied on demand of Guardians -						
Cr. Repayment of Relief - - - - -						
Cr. Rents of Dispensary Residences - - - -						
Cr. Farm Account—Sales of Farm Produce - - - -						
Cr. Sales of Offal, Old Stores, and other Receipts - - - -						
Cr. Loans received - - - - -						
Total as above - - -						

The Financial Statement Book of Expenditure was produced, examined, and authenticated by the signature of the chairman and the counter-signature of the clerk, showing the sums which had been ordered for payment at the Stated Finance Meeting held on the above-mentioned day, being in respect of expenses for the period ending the last day of the preceding month, and the ledger entries to be made in respect of same as follows :—

	DR.			CR.		
	£	s.	d.	£	s.	d.
Dr. Sundry Accounts, viz. :—						
Provisions and Necessaries						
Clothing and Bedding						
Establishment						
Salaries—						
(a) Establishment						
(b) Workhouse						
(c) Medical Charities						
Workhouse Farm						
Workhouse Burials						
Medical Charities						
Registration of Births, Deaths, and Marriages, and of Vaccinations						
Relieving Officers' Account—Outdoor Relief						
Maintenance in Extern Institutions						
Emigration, Law and other Expenses						
Superannuation Allowances						
District School Account						
Assessment and Results' Fees of Workhouse Teachers under National School Teachers Act, 1875						
Repayment of Loans						
Repayment of Advances under Seed Supply Acts						
Unpaid Bills of last half-year						
Expenditure out of Loans						
Or. Treasurer :—						
Total Amount of Orders issued						

Summary and Reconcilement of Treasurer's Account for the month ending the last day of 18 , including payments made at the Stated Finance Meeting held on this date.

	Ordinary Account.			Loans Account.		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly statement						
Total sums received during the month						
Total						
Balance (if any) due to Treasurer as per last monthly statement						
Payments ordered at this meeting						
Total						
Net Balance due—Treasurer (being difference of above Totals)						
RECONCILEMENT.						
Balance per Bank Book due—Treasurer						
Outstanding Orders (including those issued at this meeting)						
Net Balance as above due—Treasurer						

FORM 3.

FINANCIAL STATEMENT BOOK.

EXPENDITURE.

FORM 3.—FINANCIAL STATEMENT

Month of

GENERAL NOTE.—In posting to Debit of any Ledger Account where sub-heads Ledger should in like manner be

Date of Issue of Order.		In whose favour Issued.	Particulars of Payment.	(a) No. of Paying Order.	(b) Date when Paid by Treasurer.	(b) Orders outstanding at the close of the half-year.	Total Amount of Sum Paid.	Provisions and Necessaries.	Clothing and Bedding.	Medicines and Medical and Surgical Appliances.	Other Expenses.	Establishment.	CLASSIFICATION													
													Salaries.								Work-house Farm.					
													Establishment.	Salaries.												
														Of Medical Officers and Trained Nurse.	Of Schoolmaster and Schoolmistress.	Of all others.	Of Farm Steward.	Workhouse Farm.								
£	s	d	£	s	d	£	s	d	£	s	d	£	s	d	£	s	d	£	s	d	£	s	d	£	s	d
Brought forward—Gross Total Amount of Payments, as at foot of last Month's Statement.																										
Ledger Folio to which Posted.																										
(d) (c)																										
Total Amount of Payments per this Statement																										
Carried forward—Gross Total Amount of Payments, including above, from commencement of half-year.																										

NOTES.

(See General Note at the Head of this Statement.)

(a) In order to facilitate the checking of these payments and their totals with the corresponding particulars in the Treasurer's authority for making the payments, Form 32, should be ruled so as to be able to contain the same number of Paying Orders as is contained in one folio of this Statement. If the Payments ordered at any Stated Finance Meeting exceed the number of lines in a folio of this Statement, or in the Treasurer's authority, additional folios of this Statement, and additional copies of Form 32 should be used. In each Form 32 so used, the total shown must be the total of the Payments thereby authorised; but in this Statement the totals are to be carried forward so as finally to show the total amount of Payments for the month and the Gross total, including same, to be carried forward.

Where the number of Orders issued for any month exceeds the number of lines on one Folio of this Form the totals to be carried forward at foot shall be entered in red ink in the spaces opposite the words "Ledger folio to which posted," and shall be entered in red ink at the top of the next folio under the gross Totals brought forward. In this manner the Totals for the month can be made and posted to the General Ledger in one sum, and one addition at the end of the month's transactions will bring out the gross Total to be carried forward.

(b) In order to facilitate the checking of the list of Paying Orders outstanding, and the reconciliation of the Treasurer's Account, at the close of each Half-year the entries in the column headed "Date when paid by Treasurer" should be made in red ink in case of all orders issued in respect of expenditure belonging to the Half-year, but not paid by Treasurer till after the close of the Half-year. The total amounts of all such Orders appearing in the column headed "Total Amount of Sum paid" should be repeated and totalled in the column headed "Orders outstanding at the close of the half-year." All orders made at the Stated Finance Meetings held in October and in April, will belong to this category and will be shown as orders outstanding at the close of the Preceding Half-year.


(c) For the Receipt and Expenditure out of loans, a separate account should be opened with the Treasurer.

(d) Here insert folios of the General Ledger at which the "Total amount of Payments per this Statement" is credited to Treasurer.

(e) In this and following columns insert in this space the numbers of the respective folios of the General Ledger at which the "Total amount of Payments per this Statement" under each head is debited to the proper Account.

FORM 4.—THE ORDER CHECK BOOK.

UNION.

Date day of 18		Date day of 18.	Date day of 18 .
No.*		No.*	No.*
Mr.†		Mr.†	The Guardians of the UNION.
Particulars of Order		Please to supply :—	Drs. To †
†		†	
			Articles supplied or work done.
			£ s. d.
			Total - £
(Signature.)		(Signature.)	No. Examined } \$ and Entered, } Master. 18 Correct, Clerk.


* This No. shall be consecutive for the half-year, and shall be in print.

† Insert in these spaces the name of the Tradesman, the goods to be supplied, and the place at which they are to be delivered, or the work is to be done, as the case may be.


NOTE.—This Order, with the Invoice or account in blank, is to be detached from the block thereof and sent to the Tradesman: the Order is to be kept by the Tradesman, and the Invoice or Account returned when the Order is completely executed; a ticket being sent containing the like entries with every delivery, when there is more than one.

The Particulars and Price of the Goods or Work are to be inserted, and the Invoice or Account returned when the Order is executed.

FORM 5.—CHECK BOOK OF ADMISSIONS INTO THE WORKHOUSE.

No.		No.
To Admit		To the Master of the Workhouse at Admit aged Wife and Children, For the Board of Guardians, this day of 18 . Signed Chairman. (To be filled up by the Master.)
Age		Admitted by me this day of 18 , before (here enter Next Meal after Admission).
Date 18 .		Chairman.
—Chairman.		Master.

FORM 6.—CHECK BOOK OF DISCHARGES FROM THE WORKHOUSE.

No.		No.
Discharge		To the Master of the Workhouse at Discharge aged Wife and Children, For the Board of Guardians, this day of 18 . Signed Chairman. (To be filled up by the Master.)
Date 18 .		Discharged by me this day of 18 , after (here enter Last Meal before Discharge).
—Chairman.		Master.

FORM 9.—OUTDOOR ADMISSION AND DISCHARGE BOOK.

[illegible]

FORM 10.—INDOOR RELIEF REGISTER.

1. No.	2. Date when admitted to or when born in the Workhouse.	3. If previously relieved reference to last Register No.	4. Names of Inmates.	5. Residence previous to Admission.	6. Sex.	7. Age.	8. If adult, whether single, married, widower, or widow; if child, whether orphan, deserted, legitimate or illegitimate.	9. Employment or Calling.	10. Religious denomination.	11. If disabled, the description of disability.	12. Name of Wife or Husband.	13. No. of Children.	14. Observations on condition of Inmate when admitted.	15. Date when discharged from the Workhouse or died.
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														

FORM 11.—SEPARATE REGISTER for the Half Year ended the _____ day of _____, 18____, of Persons admitted into and discharged from the Fever Hospital or Infirmary of the Workhouse, comprising—members of the Royal Irish Constabulary Force ; persons who, or on whose behalf, the persons liable by law to maintain them, have claimed to pay the cost of their maintenance therein : and persons relieved by way of loan.

Register No.	(a) If re-entered from last half-year, original Number.	Name and Surname.	Residence.	Sex.	Age.	Whether Single, Married, Widower or Widow.	Employment or Calling.	If dependent, in what capacity, whether as Wife, Child, Servant, or Apprentice, and of whom.	Religious Denomination.	Date of Discharge or Death.	Date.	By whom made.	Period in half-year in respect of which relief is charged.				Numbers of days of relief afforded.	Daily average of the general cost of Maintenance and Medical and Surgical treatment in Hospital and Infirmary.	Total sum due.	Arrears due previous half-year.	Total sum due this half-year.	Received during half-year.	Balance remaining due at close of half-year.	Date when lodged with Treasurer.
	From.												To.	If admitted during half-year, date of admission.	If an inmate re-entered from last half-year, date from which relief is charged.	If discharged during half-year, date of discharge.								

(a) A separate folio of this Register shall be opened at the beginning of each half-year. The names and other particulars of Persons remaining at the close of the preceding half-year are to be transferred, in red ink, before any new admissions are entered. When a person continues in the Workhouse after the close of any half-year, the word "transferred" shall be written in red ink in the column headed "Date of Discharge or Death."

FORM 12.—THE INDOOR ADMISSION AND DISCHARGE BOOK.

Week ending the		day of	18	being the	week of the half-year ending the	day of	18																																				
<div style="display: flex; justify-content: space-between;"> <div> <p>ADMITTED.</p> <p>The Figure 1 to be entered in the Column of the Class to which Inmate belongs.</p> <table border="1"> <tr> <th rowspan="2">Able-bodied.</th> <th colspan="2">Aged and Infirm persons, and adult persons above 15 years of age, but not working.</th> <th rowspan="2">Boys and Girls above 9 and under 15 years of age.</th> <th rowspan="2">A. Children above 5 and under 9 years of age.</th> <th rowspan="2">T.A. Children above 5 and under 9 years of age.</th> <th rowspan="2">T.I.A. Infants under 3 years of age.</th> <th rowspan="2">Total.</th> </tr> <tr> <th>Males.</th> <th>Females.</th> </tr> <tr> <td>I.</td> <td>II.</td> <td>III.</td> <td>IV.</td> <td></td> <td></td> <td></td> <td></td> </tr> </table> </div> <div> <p>DISCHARGED.</p> <p>The Figure 1 to be entered in the Column of the Class to which Inmate belongs.</p> <table border="1"> <tr> <th rowspan="2">Able-bodied.</th> <th colspan="2">Aged and Infirm persons, and adult persons above 15 years of age, but not working.</th> <th rowspan="2">Boys and Girls above 9 and under 15 years of age.</th> <th rowspan="2">A. Children above 5 and under 9 years of age.</th> <th rowspan="2">T.A. Children above 5 and under 9 years of age.</th> <th rowspan="2">T.I.A. Infants under 3 years of age.</th> <th rowspan="2">Total.</th> </tr> <tr> <th>Males.</th> <th>Females.</th> </tr> <tr> <td>I.</td> <td>II.</td> <td>III.</td> <td>IV.</td> <td></td> <td></td> <td></td> <td></td> </tr> </table> </div> </div>								Able-bodied.	Aged and Infirm persons, and adult persons above 15 years of age, but not working.		Boys and Girls above 9 and under 15 years of age.	A. Children above 5 and under 9 years of age.	T.A. Children above 5 and under 9 years of age.	T.I.A. Infants under 3 years of age.	Total.	Males.	Females.	I.	II.	III.	IV.					Able-bodied.	Aged and Infirm persons, and adult persons above 15 years of age, but not working.		Boys and Girls above 9 and under 15 years of age.	A. Children above 5 and under 9 years of age.	T.A. Children above 5 and under 9 years of age.	T.I.A. Infants under 3 years of age.	Total.	Males.	Females.	I.	II.	III.	IV.				
Able-bodied.	Aged and Infirm persons, and adult persons above 15 years of age, but not working.		Boys and Girls above 9 and under 15 years of age.	A. Children above 5 and under 9 years of age.	T.A. Children above 5 and under 9 years of age.	T.I.A. Infants under 3 years of age.	Total.																																				
	Males.	Females.																																									
I.	II.	III.	IV.																																								
Able-bodied.	Aged and Infirm persons, and adult persons above 15 years of age, but not working.		Boys and Girls above 9 and under 15 years of age.	A. Children above 5 and under 9 years of age.	T.A. Children above 5 and under 9 years of age.	T.I.A. Infants under 3 years of age.	Total.																																				
	Males.	Females.																																									
I.	II.	III.	IV.																																								
Name.		Register No.		Date of Admission or Birth.		Date of Discharge or Death.																																					
Next Meal after Admission.		Day of the Week.		Day of the Month.		Day of the Week.																																					
Last Meal before Discharge.		Day of the Week.		Day of the Month.		Day of the Week.																																					
Discharged during week.		Died during week.		Total discharged and died during the week.																																							
Total admitted during week.		Born during week.		Number remaining at the end of last Week.		TOTAL																																					
Total discharged and died during week.		Remaining																																									

FORM 13.—RECORD OF BIRTHS.

No. in Register.	Date of Birth.	Whether Male or Female.	Names of Parents.	Religious denomination of Parents.	Whether Legitimate or Illegitimate.	When Baptised.	In what Name Baptised.	By whom Baptised.

FORM 14.—RECORD OF DEATHS.

No. in Register.	Date of Death.	Cause of Death.	Name.	Whether Male or Female.	Age.	Date of last Admission to Workhouse.

FORM 16.—DIET CLASS BOOK.

Diet Classes for day, the day of, 18 .

Healthy Inmates.						Sick Inmates.				

FORM 18—PROVISION CHECK ACCOUNT, for the

Week

Inmates.													
Class No.	Description of the Classes in the Diet Table.	Meals.	Number of Inmates for each Meal on each Day.							Total for the Week.			
			S. a()	M. ()	T. ()	W. ()	T. ()	F. ()	S. ()	Break- fast.	Dinner.	Supper.	
I.	Able-bodied working Males.	Breakfast. Dinner. Supper.											
II.	Able-bodied working Females.	Breakfast. Dinner. Supper.											
III.	Aged and Infirm and Adults above 15, but not working.	Breakfast. Dinner. Supper.											
IV.	Boys and Girls above 9, and under 15.	Breakfast. Dinner. Supper.											
V.	Children above 5, and under 9.	Breakfast. Dinner. Supper.											
VI.	Children above 2, and under 5.	Breakfast. Dinner. Supper.											
VII.	Infants under 2.	Breakfast. Dinner. Supper.											
Attendants - - -													
In Fever Hospital (b) - - -													
In Workhouse Hospital (b) - - -													
Total Provisions and Necessaries consumed by Inmates during the week.													
Number of Inmates in the Workhouse each day taken from the Diet Class Book.										Officers' Rations for the Week.			
Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Collective No. of Days.	Total Provisions and Necessaries consumed during the Week, (d) - - -					
OFFICERS RATIONS FOR THE WEEK.													
Commodity.	Master.	Matron.	School-master.	School-mistress.	Nurses.	Porter.	Ward-master.	Ward-mistress.	Total Quantity.	Contract Price.	Cost.		
White Bread -	lbs.									s. d.	£	s.	d.
Butter -	"												
Meat -	"												
Potatoes -	stns.												
Milk -	qts.												
Tea -	oz.												
Soft Sugar -	lbs.												
Loaf Sugar -	"												
Milk -	qts.												
Coals -	cwt.												
Turf -	"												
Candles -	lbs.												
Soap -	"												
Starch -	"												
Blue -	"												
Washing Soda -	"												
Firewood -	"												
Paraffin Oil -	gals.												
Total £													

of the Half-year ending the

day of

18 .

Provisions Consumed.													Necessaries Consumed.
White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	White Bread.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	Butter.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	Meat.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	Beef Heads.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	Fork or Bacon.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	Potatoes.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	Oatmeal.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	Indian Meal.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	Buttermilk.	
qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	qta.	
Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	Sweet Milk.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	Salt.	
oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	
Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	Tea.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	Loaf Sugar.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	Soft Sugar.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	Flour.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	Rice.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	Pepper.	
oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	
Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	Corndour or Arrowroot.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	Whiskey or Gin.	
oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	
Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	Brandy.	
oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	oz. (c)	
Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	Wine.	
glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	glass.	
Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	Ala.	
bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	
Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	Fortier.	
bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	
Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	Minerals.	
bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	bot.	
Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	Vegetables.	
cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	cwt.	
Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	Coal.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	Turf.	
Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	Candles.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	Soap.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	Starch.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	Blue.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	Washing Soda.	
lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	lba.	
Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	Firewood.	
gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	gala.	
Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	Paraffin Oil.	

NOTES.—(a) In this, and following like spaces, insert day of the month. (b) The particulars to be brought from the Weekly Summary of the Diet Book for the Sick. (c) This total must correspond with the total in the same week in the Indoor Relief List (Form 18). (d) This total is to be carried each week to the Provision Receipt and Consumption Account (Form 19), a sheet of which is to be printed alternately with this Account, this form being placed first. (e) An ounce of spirits is equal to two-fifths of an Imperial glass.

FORM 19.—PROVISION RECEIPT AND CONSUMPTION ACCOUNT for the Week of the Half-year ending the day of 18 .

Articles.	Articles on Hand and Received.				Articles Consumed and Remaining.			
	On hand.		Received.		Consumed.		Remaining.	
	Quantity.	Cost. £ s. d.	Quantity.	No. of Invoice.	Quantity.	Cost. £ s. d.	Quantity.	Cost. £ s. d.
White Bread - lbs.								
Brown Bread - lbs.								
Butter - lbs.								
Meat - lbs.								
Beef Heads - lbs.								
Pork or Bacon - lbs.								
Potatoes - lbs.								
Oatmeal - lbs.								
Indian Meal - lbs.								
Butter - qts.								
Sweet-milk - qts.								
Salt - lbs.								
Tea - oz.								
Loaf Sugar - lbs.								
Soft Sugar - lbs.								
Flour - lbs.								
Rice - lbs.								
Pepper - oz.								
Coriander - lbs.								
Arrowroot - lbs.								
Whiskey † - oz.								
Gin † - oz.								
Brandy † - oz.								
Wine - glass								
Ale - bolts								
Porter - bolts								
Mineral Waters - bolts								
Vegetables for Soup - bolts								
Total Provisions -								
Coals - cwt.								
Turf - loads								
Candles - lbs.								
Soap - lbs.								
Starch - lbs.								
Firewood - loads								
Washing Soda - lbs.								
Ball Blue - lbs.								
Paraffin Oil - gals.								
Total Necessaries -								
GROSS TOTAL -								

A sheet of this Form, and of the Provision Check Account (Form 18), are to be printed alternately: this Form second.

* The Quantities consumed must correspond with the Total Quantities (Note (d)) shown in the Provision Check Account; and these Quantities, with the Stock in hand, must equal the total on hand and received.

† Spirits if not reduced before delivery into the Workhouse Store should be reduced to a strength not lower than 17 under proof, and the number of ounces to be entered as received shall be 100 for each gallon of spirits at the strength to which the same shall have been so reduced.

FORM 20.—WEEKLY ABSTRACT OF PROVISIONS RECEIVED AND CONSUMED.

No. of Week.	Week ending.	White Bread. (Contract Price.)						With a like set of Columns to that for "White Bread" for each Article of Provisions and Necessaries.
		Received.		Consumed.		Quantity.	Price.	
		Quantity.	Price. £ s. d.	Quantity.	Price. £ s. d.			
I			£ s. d.		£ s. d.			
II								
—								
—								
—								
XXVII								
Total -								

FORM 21.—SUMMARY OF WEEKLY ABSTRACT OF PROVISIONS RECEIVED AND CONSUMED.

ARTICLES.	Stock in hands at close of last half-year.		Received during this half-year.		TOTAL.		Consumed during this half-year.		Stock in hands at close of this half-year.	
	Quantity.	Price. £ s. d.	Quantity.	Price. £ s. d.	Quantity.	Price. £ s. d.	Quantity.	Price. £ s. d.	Quantity.	Price. £ s. d.
<i>Provisions.</i>										
[List of Articles following Provision Receipt and Consumption Account.]										
Total Provisions -										
<i>Necessaries.</i>										
[List of Articles following Provision Receipt and Consumption Account.]										
Total Necessaries -										
GROSS TOTAL -										

FORM 24.—THE INVENTORY BOOK.

Office, Room or other Apartment*

[illegible]

* A separate page is to be devoted to each office, room, or apartment, and in this space is to be inserted the name of the office, room, or apartment to which the page is appropriated.

A blank space should be left at the end of the account for each apartment or division for the insertion of new articles.

† Under the head "Bedding" are to be entered mattresses, beds, blankets, sheets, and rugs; and under "House Linen" are to be entered tablecloths and towels. The totals of these articles for each apartment as shown in the Inventory Book should correspond with the total figures appearing in the Clothing Receipt Book (Form 23).

Notes of articles transferred to other parts of the house, condemned, or disposed of, should be made as soon as the same takes place, and the new purchases should be punctually entered so as to represent the exact state of the house in reference to the articles to be entered in this book at all times.

**ACKNOWLEDGMENT TO BE SIGNED WHEN ANY CHANGE OF OFFICER IN CHARGE OF THE
APARTMENT TAKES PLACE:**

I acknowledge to have received custody of the above-mentioned property.

DATE _____

SIGNATURE

OBSERVATIONS.

Dr. FORM 25.—WORKHOUSE FARM ACCOUNT (MASTER'S FORM). Cr.

Date.	Particulars.	Total.			Date.	Particulars.	Consumed in Work- house.	Sales.	Total.			
		£	s.	d.					£	s.	d.	
18	To value of Stock on hand at commence- ment of the Half-year	£	s.	d.	18	By Balance (Loss) -	£	s.	d.	£	s.	d.
	To Balance (Profit) -	-				By value of Stock at close of Half-year -	-			-		
	Total - - -	-				Total - - -	-			-		

FORM 26.—APPLICATION AND REPORT BOOK :																									
UNION : DISTRICT :																									
day of 18 .																									
NOTE.—In cases of sudden and urgent necessity where the Relieving Officer gives Provisional Relief all the entries should be made in Red Ink.																									
HEADS OF FAMILIES and other persons applying on their own account alone.	CHRISTIAN NAMES OF WIVES and children under 15 years dependent on them.	AGE.	If Adult, whether Single, Married, Widow, or Widower; If Child, whether Orphan, Deserted, or Illegitimate.	EMPLOYMENT OR CALLING. By whom usually employed.	If permanently disabled, state by what defect, bodily or mental, nature of disability as "old age," "crippled," &c.		If temporarily disabled, state by what sickness or accident.	If able-bodied, state the cause of disablement.	PRESENT RESIDENCE—where, with whom.	If in occupation of land, how much?	PRESENT WEEKLY EARNINGS, if any, of self and family.	NAMES OF RELATIONS, if any, liable under Irish Poor Relief Act, and apparently able to assist Applicant.	OTHER OBSERVATIONS ON THE NATURE OF THE CASE.	DATE OF APPLICATION FOR RELIEF.	If admitted to Workhouse, date of Order of admission.	Nature of Relief ordered.	Period for which ordered.	Money value of Relief Ordered per Week.	If Relief given in kind.	No. of Voucher in Outdoor Relief Order Check Book.	If application refused, date of refusal.	INITIALS OF CHAIRMAN authorising or refusing.	No. of Indoor Relief Register.	No. of Outdoor Relief Register.	Provisional Relief given by Relieving Officer in cases of sudden and urgent necessity on his own responsibility.

In this Book the Relieving Officer is to enter the applications from time to time made for relief, and all the information regarding each case required by the form ; and these particulars having been submitted to the Board of Guardians, the decision of the Board in every case will be inserted, and any relief thereafter to be given must be authorised by the signature or initials of the Chairman, and afterwards be attested by the signature or initials of the Clerk. An alphabetical index shall be annexed to each book, which must be regularly kept by the Relieving Officer.

INSTRUCTIONS TO FILL UP THE APPLICATION AND REPORT BOOK.

- Every person applying for relief on his own account, or on whose account application is made for relief, must be entered in the order of the time or application, and the cases are to be numbered in succession.
- The wife, and children under 15, of a person on whose account relief is applied for, from part of the same case, and are not to be numbered as separate cases.
- Children above the age of 15 must be entered and numbered as separate cases : for if they require relief they will be relieved on their own account and not on the account of the head of the family.
- If a person be relieved, and then, having ceased to be relieved for some time, applies again during the same half-year, the case should be re-entered under his original number.
- In specifying the causes of the applications for relief of children who become chargeable from the neglect or inability of their parents to provide for them, specify the nature of the inability or other cause : as "deserted by father," "deserted by mother," "deserted by father and mother," "father absent from home," "father imprisoned," &c.
- In cases arising from infirmity of mind or body, designate the nature and extent of the infirmity : as in the case of "imbeciles," or "idiots," or "deaf and dumb," or "crippled," or "helpless from old age."
- In any case of Provisional Relief reported to the Guardians any direction given by them as to continuance of Relief or otherwise, should be entered in the columns headed "Relief Ordered by the Board of Guardians."

In this Book the Relieving Officer is to enter the applications from time to time made for relief, and all the information regarding each case required by the form, and these particulars having been submitted to the Board of Guardians, the decision of the Board in every case will be inserted, and any relief thereafter to be given must be signified by the signature or initials of the Chairman, and afterwards be attested by the signature or initials of the Clerk. An alphabetical index shall be annexed to each book, which must be regularly kept by the Relieving Officer.

INSTRUCTIONS TO FILL UP THE APPLICATION AND REPORT BOOK.

1. Every person applying for relief on his own account, or on whose account application is made for relief, must be entered in the order of the time of application, and the cases are to be numbered in succession.
2. The wife, and children under 18, of a person on whose account relief is applied for, form part of the same case, and are not to be numbered as separate cases.

3. Children above the age of 15 must be entered and numbered as separate cases : for if they require relief they will be relieved on their own account and not on the account of the head of the family.

4. If a person be relieved, and then, having ceased to be relieved for some time, applies again during the same half-year, the case should be re-entered under his original number.

5. In specifying the causes of the applications for relief of children who become chargeable from the neglect or inability of their parents to provide for them, specify the nature of the inability or other cause: as "deserted by father," "deserted by mother," "deserted by father and mother," "father absent from home," "father imprisoned," &c.

6. In cases arising from infirmity of mind or body, designate the nature and extent of the infirmity; as in the case of "lunatics," or "idiots," or "deaf and dumb," or "crippled," or "paralyzed."

7. In any case of Provisional Relief reported to the Guardians any direction given by them as to continuance of Relief or otherwise, should be entered in the columns headed "Relief Ordered by the Board of Guardians."

OUT-DOOR RELIEF LIST.

FORM 28.—OUT-DOOR RELIEF LIST OF RELIEF DISTRICT No.

[illegible]

* This part of the form is applicable only when an order under seal of the Local Government Board, under Section 2, of the Irish Poor Relief Extension Act, 1847, is in operation, when Evicted Tenants are being relieved under the Evicted Poor Protection Act, 1884 or when exceptional Distress is being relieved under Sec. 13 of the Local Government (Ireland) Act, 1898. At any other time, the classes included in this part of the form can only be relieved in the Workhouse.

INSTRUCTIONS FOR FILLING UP THE OUT-DOOR RELIEF LIST.

1. In this book the Relieving Officer is to enter the name of each person who shall receive out-door relief; and opposite the name of each such person, the Relieving Officer is to enter the money value of all relief given to such person in each week of the half-year; but he is in no case to enter the money value of such relief until after it shall have been given.

2. The object of the statistical portion of this book is to facilitate the making a classified summary, at the end of such half-year, all the persons relieved in the Union, during such half-year.

Accounts :—Out-door Relief List.

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for the Half-year ending

, 18

Relieving Officer.

MONEY PORTION.																																		

FORM 29.—RELIEVING OFFICER'S WEEKLY RECEIPTS AND EXPENDITURE BOOK for the Half-year ending the 18. day of
 Relief District No. . Relieving Officer .

No. of Week.	Week ending.	Balance in hands of at close of previous week.	Money received from Guardians during week.	* Folio of General Ledger. where Debited to Relieving Officer.	Total Funds to be accounted for.	EXPENDITURE DURING THE WEEK.										* Folio of General Ledger. where Credited to Relieving Officer.	Balance in hands at Close of the Week.	Initials of Clerk.	OBSERVATIONS.
						Out-Door Relief Ordered by the Board.				Provisional Relief (In Kind only).	GROSS TOTAL.								
						In Money.	In Kind.	Orphans and Deserted Children Boarded out.	Total.										
1		£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.		£	s.	d.		
2																			
3																			
4																			
5																			
6																			
7																			
8																			
9																			
10																			
11																			
12																			
13																			
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16																			
17																			
18																			
19																			
20																			
21																			
22																			
23																			
24																			
25																			
26																			
27																			
TOTAL																			

* The Entries in these Columns to be made by the Clerk when posting the figures to Debit or Credit, as the case may be, of the Relieving Officer's Account.]

FORM 32.—TREASURER'S AUTHORITY FOR MAKING PAYMENTS.

Union.

The Bank, Branch, Treasurer of the Union is hereby authorised to make the payments detailed on the opposite page, and to charge same to the Union Fund. Paying Orders numbered from to inclusive, have this day been issued to the payees, and the payments amount to the total sum of Pounds, Shillings, and Pence.

We hereby certify that we have carefully examined the annexed List of Payments, and checked the total, and find it correct; and we sign this authorisation on behalf of the majority of the Board of Guardians.

Dated this day of , 18 .

Chairman.

Two Members of the Board
of Guardians present at
the Meeting.

I certify that the payments detailed on opposite page were duly authorised and ordered by the Board of Guardians at their meeting held on the above-mentioned date, and that, before signing this Certificate, I have entered the several amounts in folio of the Financial Statement Book.

Countersigned,

Clerk of the Union.

	Paying Order No.
	To whom Payable
	Postal Address.
	Amount.
	When Paid.
TOTAL £	

FORM 33.—PAYING ORDER.

Union,
Offices, Boardroom, ,
day of 18 .

Order No.
Financial Statement Book, folio

SIR,

The Bank, Branch, being the Treasurer of the Union, has been authorised to pay to you the sum of Pounds, Shillings, and Pence,

Payment will be made on presentation of this notification with the form of receipt hereunder duly signed by you

This document must be presented through a Bank.

I am your obedient Servant,

, Clerk of Union.

RECEIPT FOR AMOUNT PAID.

(Not to be detached.)

I acknowledge to have received the above amount.

Signature and Stamp

£ : : .

STAMP

UNION.

Persons Relieved, and the Number and Cost of Emigrants during the Half-year
of 18

(III.)—OUTDOOR (Exceptional).

Under Irish Poor Relief Extension Act, 1847 (10 Vic., c. 31, Sec. 3) : The Evicted Poor Protection Act, 1848 (11 & 12 Vic., c. 47) ; or Local Government (Ireland) Act, 1898 (61 & 62 Vic., c. 37, Sec. 13.)

(This part to be used only when and where such Relief is being given.)

Enactment under which Relief given.	NUMBER RELIEVED.																		Summary of the several Classes re- lieved out of the Workhouse under the several enactments.
	Adult Males (Married or Single) relieved on account of want of work.	Families of Adult Males in Col. 2.				Able-bodied Women.	Children of Women in Columns 5 and 6.		Families relieved with- out Husband or Father.				Orphans and Children relieved without either Parent.						
		Children under 16.		Unmarried.	Legitimate.		Illegitimate.	Husband or Father absent on service in Army or Navy.	In case of Desertion by Husband or Father.	Husband or Father in Gaol.									
		Wives.	Children under 16.																
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
10 Vic., c. 31, Sec. 3																			
11 & 12 Vic., c. 47, Sec. 3.																			
61 & 62 Vic. c. 37, Sec. 13.																			
Total																			

IV.—Blind, and Deaf and Dumb Persons, Idiots, and Imbeciles maintained in Extern Institutions.

CLASS.		Number remaining at the close of last half-year.	Number sent to the Asylum during the half-year.	Total relieved.	Number left Asylum or returned to Work-house.	Number died during the half-year.	Number remaining at the close of this half-year.
Blind	{ Male Female						
Deaf and Dumb	{ Male Female						
Idiots and Imbeciles	{ Male Female						
Total	{ Male Female						

SUMMARY of (I).—Persons Relieved, In-door.

WHERE MAINTAINED.	Number remaining at the close of last Half- year.	Number of Births in the Half- year.	Number of Admissions during the Half-year.	Total.	Number of Discharges during the Half-year.	Number of Deaths in the Half- year.	Number re- maining at the close of this Half-year.
The Workhouse - -							
The District School -							
The District Hospital							
Total -							

SUMMARY of (II.) and (III).—Persons Relieved Out-door.

	Number remain- ing on Out-door Relief at the close of last Half-year.	Number discharged from Out-door Relief during the Half- year.	Total.	Number admitted to Out-door Relief during the Half- year.	Number on Out-door Relief at the close of this Half-year.
Provisionally Relieved - - - -					
Orphans and Deserted Children Boarded out - - - - -					
Others relieved by order of the Guardians -					
Total - - -					

GENERAL SUMMARY of Persons Relieved.

	Male.	Female.	Children under 16.	TOTAL.	EMIGRANTS.	
					Number.	Cost.
(I.)—In-door - - - -						
(II.)—Out-door - - - -						
(III.)—Blind, Deaf and Dumb, Idiots and Imbeciles - - - -						
Other persons - - - -						
(IV.)—Out-door (Exceptional) -						
(1.) Under 10 Vic., c. 31, Sec. 2 - - - -						
(2.) Under 11 & 12 Vic., c. 47, Sec. 4 - - - -						
(3.) Under 61 & 62 Vic., c. 37, Sec. 13 - - - -						
(V.)—Emigrants - - - -						
Total - - -						

CERTIFICATE OF CLERK.

I hereby certify that the particulars contained in the above Tables and in the Tables (Form 34 (b)) endorsed hereon are correct.

Dated this day of 18 .
Clerk.

CERTIFICATE OF AUDITOR.

I hereby certify that the particulars contained in the above Tables and in the Tables endorsed hereon are correct.

Dated this day of 18 .
Auditor.

UNION.

FORM 34 (b).—NAMES AND SALARIES of the several Officers, Names and Superannuation Allowances of Retired Officers, with Particulars as to the Fidelity Bonds of such of the Officers as are required to give security.

(I).—OFFICERS WHO ARE REQUIRED TO GIVE SECURITY.

Cols. 1 to 9 to be filled by Clerk.

1	2	3	4	5	6	7	8	9	10
Name of each paid Officer.	Office.	Salary per Annum.	Reference to No. and Date of sanction of Local Government Board authorizing Scale of Salary.	In whose custody the Bond of each Officer is deposited.	Amount of Bond.	Names and Addresses of Sureties.	Whether Sureties or any of them have died, become Guardians, or become Bankrupt or Insolvent.	Whether the Bond was produced, and if not, the cause.	Observations of Auditor.
	Clerk -	£		The Treasurer	£				
	Assistant Clerk -			do.					
	Master -			The Clerk					
	Assistant Master -			do.					
	Matron -			do.					
	Schoolmaster -			do.					
	Schoolmistress -			do.					
	Porter -			do.					
	Relieving Officer -			do.					
	do.			do.					
	do.			do.					
	do.			do.					
	do.			do.					
	do.			do.					
	do.			do.					
	do.			do.					

(II).—OTHER OFFICERS.

INTERN OFFICERS.				EXTERN OFFICERS.				RETIRED OFFICERS.	
Name of each Paid Officer.	Office.	Salary per Annum.	Reference to No. and Date of Sanction of Local Government Board authorizing Scale of Salary.	Name of each Paid Officer.	Office.	Salary per Annum.	Reference to No. and Date of Sanction of Local Government Board authorizing Scale of Salary.	Name of Retired Officer.	Office formerly held.
		£				£			Pension per Annum.
Chaplains, 1 -				Medical Officers :					Reference to No. and Date of Sanction of Local Government Board authorizing Scale of Pension.
2 -				— Dispensary					
3 -				— " "					
Medical Officer -				— " "					
Apothecary -				— " "					
Trained Nurse -				Apothecaries :					
Nurses, 1 -				— Dispensary					
2 -				— " "					
3 -				— " "					
4 -				Midwives :					
Wardmaster -				— Dispensary					
Wardmaid -				— " "					
				— " "					
				— " "					

Form 34 (b) is to be printed on the back of Form 34 (a).

STATEMENT OF ACCOUNT.

UNION.

diture of the Union Fund for the Half-year ended the day of 18
at the close of the Half-year.

Statement of Balances at the close of the Half-year.			(c) Particulars of Union Fund Expenditure.		
DR.		OR.			
	£ s. d.			£ s. d.	£ s. d.
To Treasurer, due by him:—		By Treasurer, due to him:—	In-maintenance and Clothing (c)		
Ordinary Account -		Ordinary Account -	Out-door Relief (f) -		
Loans Expenditure Account (h) -		Loans Expenditure Account (h) -	Establishment, viz. :—		
Clerk, due by him -		" Unpaid Bills -	Salaries of Medical Officers and Trained Nurses	£ s. d.	
Relieving Officers, due by them -		" District School, due to Board of Management -	Salaries of Schoolmaster and Schoolmistresses		
In-maintenance, viz. :—		" District Hospital, due to Committee -	Other Salaries		
Value of Provisions and Necessaries in hand -		" Loans Receipt and Expenditure—Unexpended Balance (h) -	Rations of Officers		
Clothing and Bedding, viz. :—		" Union Fund, Balances in favour (d) -	Medicines and Medical and Surgical Appliances		
Value of Stock in hand -		County of	Other Expenses		
Workhouse Farm, value of Stock in hand -		County of	Workhouse Burials -		
Workhouse Burials, value of Coffins and Shrouding on hands		County Borough of	Expenses of District Schools, viz. :—		
District School, due by Board of Management			In-maintenance and Clothing [Collective No. of Days Average Weekly Cost s. d.]		
District Hospital, due by Committee -			Establishment		
Loans Receipt and Expenditure—Expenditure in excess of Loans (h) -			Other Expenditure		
Union Fund, Balances against (b) -			Expenses of District Hospital -		
County of			Maintenance in Extern Institutions (g) -		
County of			Emigration -		
County Borough of			Law Expenses		
			Medical Charities, viz. :—		
			Salaries of Medical Officers	£ s. d.	
			Medicines and Medical and Surgical Appliances		
			Other Expenses		
			Registration		
			National School Teachers' Act, 1875		
			Repayment of Loans		
			Repayments under Seed Supply Acts		
			Other Charges, viz. :—		
TOTAL, £		TOTAL, £	TOTAL, £		

FORM 35 (c)—RETURN OF INSURANCE OF UNION PROPERTY AGAINST DAMAGE BY FIRE.

Name of all Buildings belonging to the Union whether insured or not.	Amount of Insurance.			Amount of Annual Premium.	Name of Office in which the Insurance is effected, distinguishing cases where the Insurance has been effected by the Commissioners of Public Works.	In whose custody the Policy is.	Period covered by the Premium paid next before date of Audit (to be filled in by the Auditor), year ended.	If any structural alterations have been made, or Storms, &c., increased the risk, date of Policy which would increase the risk, date of Endorsement on or Policy consenting to the change.	In the case of any Buildings or Goods that are not insured, an explanation of the reason should be given here.
	Buildings.	Furniture, Fittings, and other Goods.	Total.						
Workhouse Buildings.	£	d.	£	d.	£	d.	£	d.	
Dispensary Houses.	£	d.	£	d.	£	d.	£	d.	
Dispensary Residences.	£	d.	£	d.	£	d.	£	d.	

Form 35 (c) is to be printed on the back of Forms 35 (a) and 35 (b).

FORM 36.—AUDITOR'S NOTICE OF APPOINTMENT.

Union.

LOCAL GOVERNMENT BOARD,

Dublin, day of 18 .

SIR,

In pursuance of the Union Accounts Order, 1899, I hereby give you notice that I shall attend in the board room of the above-named union on day, the of at o'clock, for the purpose of auditing the accounts of the said union ; and I hereby require you to attend at the time and place above mentioned, then and there to produce all books and accounts relating to the said union, duly made up and balanced to the close of the last half-year.

I have also to request that you will inform the board of guardians of this appointment at their next meeting, that you will duly publish a notice of this appointment in the manner prescribed in the said Order (Form 37), that you will forthwith give due notice to the treasurer of this appointment and that you will also send to the several other union officers who are bound to account a notice in the Form 38.

You will please acknowledge the receipt of this notice.

I am, Sir,

Your obedient Servant,

*To the Clerk of the
above-named Union.*

Auditor.

FORM 37.—NOTICE PUBLISHING THE TIME AND PLACE OF AUDIT.

Union,

Half-year ending the day of 18 .

NOTICE is hereby given, that in pursuance of the Union Accounts Order, 1899, the half-yearly abstracts of the accounts of the above-named Union, together with the ledger and other books, are deposited at the board room of the workhouse, and will be opened to be inspected, examined, and copied by or on behalf of any body or person interested therein, at any reasonable hour of any day (not being Sunday or a Bank Holiday) when the board is not sitting, until the day of . And that on the last-mentioned day, the audit of the said accounts will be opened by at the hour of o'clock ; when and where objections to any matter contained in the said several accounts will be heard.

Dated the day of 18

Clerk of the Union.

FORM 38.—NOTICE BY CLERK TO OFFICERS OF UNION AS TO TIME
AND PLACE OF AUDIT.

day of 18

Union.

SIR,

In pursuance of the Union Accounts Order, 1899, I hereby give you notice that the audit of the accounts of this union will be opened on the day of 18 in the board room of the union, at the hour of by and you are required to attend at the time and place above mentioned, then and there to produce all books, accounts, and vouchers relating to your duty as an accounting officer of the said union.

I am, Sir,

Your obedient Servant,

To Mr.

* of above-named Union.

Clerk of the Union.

* Here insert name of office held.

Second Schedule.

Containing the names of the unions to which this Order refers.

[Here follow the names of the then existing unions, certain of which have been merged or otherwise altered; the Order now applies to the whole of the unions in Ireland, a list of which is printed at p. 7 above.]

Given under the seal of office of the Local Government Board for Ireland, this twentieth day of March, in the year One thousand eight hundred and ninety-nine.

(L.S.)

Roberts, F. M.
Gerald Fitzgibbon.

G. W. Balfour.
H. A. Robinson.
Wm. L. Micks.
T. J. Stafford.
R. Bagwell.

We, the Lords-Justices General and General Governors of Ireland, do hereby approve this Order.

By command of their Excellencies,
D. Harrel.

THE COUNTY COUNCILS ORDER, 1899, DATED APRIL 18, 1899,
AS AMENDED BY THE COUNTY COUNCILS (No. 2) ORDER,
1899, DATED NOVEMBER 22, 1899.

1899. No. 372 as amended by No. 875.

[This Order, which regulates the communications between County Councils and Board of Guardians, and their Estimates, is printed under the title "Local Government, Ireland."]

PORT SANITARY AUTHORITY, ENGLAND.*

1. *Finance*, p. 1. | 2. *Officers*, p. 14.

1. Finance.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED FEBRUARY 28, 1896, AS TO ACCOUNTS OF PORT SANITARY AUTHORITIES, AND PRESCRIBING THE FORM OF FINANCIAL STATEMENT TO BE SUBMITTED TO THE DISTRICT AUDITOR.

1896. No. 169.

To the Port Sanitary Authorities whose accounts are or may be hereafter separately audited by a District Auditor;

To the District Auditors for the time being authorised to audit the accounts of the said Port Sanitary Authorities respectively;

And to all others whom it may concern.

Whereas we, the Local Government Board, by certain General and other Orders issued from time to time, have made regulations with respect to the mode of keeping the accounts of certain port sanitary authorities, and have prescribed the forms of financial statement to be prepared and submitted to the district auditor in pursuance of Section 3 of the District Auditors Act, 1879,† by such port sanitary authorities;

And whereas it is expedient that such General and other Orders should be rescinded, and that other regulations should be made and prescribed in lieu thereof as hereinafter provided:

Now, therefore, in pursuance of the powers given to us in that behalf, we hereby rescind the Orders above referred to, and we hereby order and prescribe as follows with respect to each of the port sanitary authorities whose accounts as such authority are or may be hereafter separately audited by a district auditor:—

Article 1.—The several regulations contained in this Order shall forthwith be observed in regard to the accounts of the port sanitary authority and of their officers, except in so far as we may from time to time assent to any departure from such regulations.

* The Order assigning duties to the Port Sanitary Authority of London is printed under the title "London Port."

† 42 & 43 Vict. c. 6.

Article 2.—The clerk to the port sanitary authority shall enter from time to time, at proper dates, in a minute book a statement of all orders drawn upon the treasurer, and of moneys paid or received, and all minutes relating to the allocation or division of charges, or any other pecuniary transaction of the port sanitary authority, and shall insert marginal notes of reference to the folio of the ledger in which the items relating to any such payments, receipts, or other transactions are entered.

Article 3.—The clerk to the port sanitary authority shall keep punctually and accurately a book, to be called "The General Ledger," in the Form No. 1 in the schedule to this Order, in which the items of the several pecuniary transactions contained in the minute book shall be entered and posted up according to their proper dates. He shall also insert references to the folios of the minute book in which the entries relating to such transactions are contained, and to the folios of the corresponding credits and debits respectively.

Article 4.—The treasurer of the port sanitary authority shall keep punctually and accurately a book, to be called "The Treasurer's Account," in the Form No. 2 in the said schedule, in which shall be entered an account of all moneys received and paid by him on behalf of the port sanitary authority.

Article 5.—Every officer and servant appointed or employed by the port sanitary authority shall, when and in such manner as may be required by such authority, make out and deliver to them a true and perfect account in writing of all moneys received by him on their behalf, stating how and to whom and for what purpose such moneys have been disposed of, and shall, together with such account, deliver the vouchers or receipts for all payments made by him.

Article 6.—The said books of account, together with the accounts required by the port sanitary authority to be made out and delivered to them by any of their officers, shall be balanced quarterly to the 30th day of June, the 30th day of September, the 31st day of December, and the 31st day of March in each year. The said books and accounts shall be made up and closed to the thirty-first day of March in each year, and shall be submitted to the district auditor for the time being, at such time as he shall appoint, in accordance with the provisions of the law in that behalf.

Article 7.—The financial statement to be prepared and submitted to the district auditor in duplicate by the port sanitary authority as a local authority, in accordance with the provisions of Section 3 of the District Auditors Act, 1879, shall be in the Form 3 in the said schedule, and shall contain the particulars therein specified or referred to so far as they

are applicable, and except so far as we may assent to a departure from such form ; and the certificate of the district auditor to be appended to each such duplicate shall be in the form set forth at the foot of the said statement ;

Provided that, as regards the financial statement to be prepared and submitted to the district auditor in duplicate in the said Form No. 3, with respect to the period up to the thirty-first day of March, One thousand eight hundred and ninety-six, the necessary verbal alterations shall be made with respect to the period to which such financial statement relates.

Article 8.—This Order shall come into operation forthwith and shall continue in force, except so far as it may be altered, until it is rescinded by any other Order issued by us ;

Provided that this Order shall not apply to the accounts of the port sanitary authority for the year ended the 25th day of March, 1895, in any case where such accounts have not at the date hereof been audited by the district auditor.

*Schedule.*FORM No. 1.
The General Ledger.

PORT SANITARY AUTHORITY.

*Dr.**Fo.*

CONTRA.

*Cr.**Fo.*

Fo. Date.	Folio of Minute Book.	Folio of Corre- sponding Credit.	Corresponding		Totals.	Date.	Folio of Minute Book.	Folio of Corre- sponding Debit.	Corresponding		(2.)	Totals.
			Credit.	Items.					Debit.	Items.		
			To		£ s. d.				By		£ s. d.	

1. When to any account any sum is debited, part of which is credited to one account and the remainder to another or others, the several sums so credited are to be entered in this column and their total in the next column. The names of the several accounts to which such parts are credited are to be written against them respectively, together with the requisite explanation, in the columns for "Corresponding *Credit* and Items."

2. When to any account any sum is credited, part of which is debited to one account and the remainder to another or others, the several sums so debited are to be entered in this column, and their total in the next column. The names of the several accounts to which such parts are debited are to be written against them respectively, together with the requisite explanation, in the columns for "Corresponding *Debit* and Items."

PART I.—RECEIPTS and PAYMENTS

RECEIPTS OTHER THAN OUT OF LOANS.			
	£	s.	d.
Balance in hand at the commencement of the year as per financial statement to day of March, 189			
From the several riparian authorities in pursuance of precepts, namely :—			
From the			
From the			
From the			
From the			
From the			
From sale of securities in which sinking fund is invested			
From the council of any county or county borough out of the Exchequer contribution account in respect of the salaries of—			
Medical officer of health			
Inspector of nuisances			
From other local authorities, specifying them :—			
Name of Authority.	Purpose.		
_____	_____		
_____	_____		
_____	_____		
From patients			
From all other sources, specifying them :—*			

Total receipts other than out of loans			
Carried forward			

* Small items of receipt under this heading may be classed as "Miscellaneous."

PART I.—RECEIPTS and PAYMENTS

RECEIPTS OTHER THAN OUT OF LOANS— <i>continued.</i>			
	£	s.	d.
Brought forward			
Balance, if any, at the end of the year :—			

Net balance, if any			£
Total receipts other than out of loans and balances			£

PART II.—RECEIPTS from

RECEIPTS FROM LOANS.			
	£	s.	d.
Balance in hand at end of last year			
Loans raised during the year in respect of—			

Total receipts from loans *			£
Balances, if any, at the end of the year :—			

Net balance, if any			£
Total receipts from loans and balances			£

* The particulars of all existing loans are to be supplied in Part III. of this statement.

other than out of LOANS—*continued.*

PAYMENTS OTHER THAN OUT OF LOANS— <i>continued.</i>			
	£	s.	d.
Brought forward			
Balance at the end of the year :—			
In treasurer's hands -			
In hands of other officers			
Net balance			£
Total payments other than out of loans and balances			£

and PAYMENTS out of LOANS.

PAYMENTS OUT OF LOANS.			
	£	s.	d.
In respect of—			

Total payments out of loans			£
Balances at end of year :—	£	s.	d.
In treasurer's hands -			
In hands of other officers			
Net balance			£
Total payments out of loans and balances			£

SUMMARY of the RECEIPTS and PAYMENTS shown in PARTS I. and II.

		£	s.	d.	£	s.	d.
Receipts:—							
Other than from loans	- - - - -						
From loans	- - - - -						
Total receipts							
Payments:—		£	s.	d.	£	s.	d.
Other than out of loans	- - - - -						
Less loans (if any) repaid out of invested sinking fund.							
Out of loans	- - - - -						
Total payments *							
Deduct:—					£	s.	d.
Payments under precept to other local authorities (if any) viz. :—							
Net expenditure on which stamp duty is payable							

Clerk

day of , 189 .

* Total payments as shown above	-	£	s.	d.
Less amount disallowed at audit	-			
Amount allowed at audit	-			

I hereby certify that I have compared the entries in this financial statement with the vouchers and other documents relating thereto, and that the regulations with respect to such statement have been duly complied with.

I hereby further certify that I have ascertained by audit the correctness of such statement, and that the expenditure of the port sanitary authority during the year ended the 31st day of March, 189 , as included in such statement, and allowed by me at the audit, is*

As witness my hand this day of 189 .

Stamp.

District Auditor.

* The amount to be inserted in words at length.

Given under the seal of office of the Local Government Board, this twenty-eighth day of February, in the year One thousand eight hundred and ninety-six.

(L.S.)

Henry Chaplin,

President.

Hugh Owen,

Secretary.

2. Officers.*

(a) Medical Officer of Health.

ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JULY 19, 1883, PRESCRIBING REGULATIONS WITH RESPECT TO MEDICAL OFFICERS OF HEALTH APPOINTED BY PORT SANITARY AUTHORITIES AND WHOSE SALARIES ARE PARTLY PAID OUT OF MONEYS VOTED BY PARLIAMENT.†

To all Port Sanitary Authorities constituted as hereinafter mentioned :—

And to all others whom it may concern.

Whereas by Provisional Orders made by the Local Government Board under Section 287 of the Public Health Act, 1875,‡ and confirmed by Parliament, port sanitary authorities have been and may in future be permanently constituted,§ to whom the powers and duties of Section 189 or 190 and Section 191 of the said Act have been or may be assigned ;

And whereas by Orders of the said Board under the first-mentioned section, port sanitary authorities have been and may in future be temporarily constituted, with the like powers and duties ;

And whereas by Orders of the Local Government Board, dated respectively the 25th day of September and the 19th day of December, 1878, the 5th day of December, 1879, and the 2nd day of June, 1882, addressed to port sanitary authorities who have been constituted as aforesaid, regulations are prescribed with respect to the mode of appointment, tenure of office, duties, and salary of medical officers of health appointed by those authorities, in all cases where any portion of the salary of any such officer is paid out of moneys voted by Parliament :

* As to sanitary officers in London see "The Sanitary Officers (London) Order 1891," printed under the title "London County."

† As to "moneys voted by Parliament," see now Section 24 (3) of the Local Government Act, 1888 (51 & 52 Vict. c. 41).

‡ 38 & 39 Vict. c. 55.

§ By 48 & 49 Vict. c. 35, 53 an Order of the Board can, if no riparian authority gives notice of objection, permanently constitute a Port Sanitary Authority.

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the several statutes in that behalf, hereby order as follows :

The said Orders dated respectively the 25th day of September, and the 19th day of December, 1878, the 5th day of December, 1879, and the 2nd day of June, 1882, shall not apply to any medical officer of health appointed or re-appointed by any such port sanitary authority after the first day of August, 1883.

The following regulations shall take effect as regards every medical officer of health appointed or re-appointed on or after the first day of August, 1883, by any port sanitary authority now or hereafter constituted as above-mentioned, in all cases where any portion of the salary of any such officer is paid out of moneys voted by Parliament.*

Section I.—*Qualification.*

Article 1.—A person shall not be qualified to be appointed unless he shall be registered under the Medical Act of 1858,† and qualified by law to practise both medicine and surgery.

Provided that the Local Government Board may, upon the application of the port sanitary authority, dispense with so much of this regulation as requires that the medical officer of health shall be qualified to practise both medicine and surgery, if he is duly registered under the said Act, and qualified to practise either medicine or surgery.

Section II.—*Appointment.*

Article 2.—An appointment of a medical officer of health shall not be made unless an advertisement specifying the amount of salary proposed to be assigned, the day fixed for the appointment, and, if it is to be for a limited period the period for which it is to be made, shall have appeared in some public newspaper circulating in the locality at least seven days before the day fixed for the appointment.

Article 3.—A medical officer of health shall not be appointed or re-appointed on or after the first day of August, 1883, unless he agree to give one month's notice previous to resigning the office, or to forfeit such sum as may be agreed upon as liquidated damages : Provided that the port sanitary authority may, on making the appointment, require longer notice, not exceeding three months, to be given as aforesaid.

Article 4.—Every appointment or re-appointment shall, within seven days after it is made, be reported to the Local Government Board by the clerk to the port sanitary authority.

* As to "moneys voted by Parliament," see now Section 24 (3) of the Local Government Act, 1888 (51 & 52 Vict. c. 41.).

† 21 & 22 Vict. c. 90.

Article 5.—As regards any vacancy in the office of medical officer of health, the following regulations shall apply :

- (1.) If the vacancy arise from notice given by an officer of his intended resignation to take effect on a future day, the port sanitary authority may elect a successor to such officer, in conformity with the above regulations, at any time subsequent to such notice.
- (2.) If the port sanitary authority deem it advisable that a vacancy should not be filled up forthwith, they may appoint a person to act temporarily, subject to the approval of the Local Government Board.
- (3.) In any case where a port sanitary authority permanently constituted appoint an officer for a limited period, they may re-appoint him, or appoint his successor, within three calendar months next before the expiration of such period.
- (4.) In the case of a port sanitary authority temporarily constituted being continued by the renewal of the Order constituting them, they may re-appoint an officer, or appoint his successor at any time after the date of the order of renewal.

Article 6.—If a port sanitary authority desire to renew the appointment of an officer for a further period or otherwise, in conformity with the provisions of this Order, it shall not be necessary for that purpose that Article 2 of this Order shall be complied with, but it shall be sufficient if the port sanitary authority, at a meeting held after notice given at one of their two ordinary meetings next preceding such meeting, pass a resolution renewing the appointment accordingly on the expiration of the period for which it was made, and the Local Government Board sanction such resolution.

Article 7.—If any officer be at any time prevented by sickness or accident, or other sufficient reason, from performing his duties, the port sanitary authority may appoint a person qualified as aforesaid to act as his temporary substitute, and may pay to such substitute a reasonable compensation for his services ; and it shall not be necessary in any such case that Article 2 of this Order shall be complied with, but Article 4 of this Order shall apply in every such case.

Section III.—*Tenure of Office.*

Article 8.—Every medical officer of health shall continue to hold office for such period as the port sanitary authority may, with the approval of the Local Government Board, determine or until he die, or resign, or be dismissed by such authority with the assent of the Local Government Board, or be removed by the Local Government Board, or be proved to be insane by evidence which that board may deem sufficient.

Provided that in the case of a port sanitary authority temporarily constituted, an officer shall not be appointed by them for a period extending beyond the date until which the port sanitary authority have been constituted.

Section IV.—*Salary.*

Article 9.—The port sanitary authority shall pay to every medical officer of health such salary as may be approved by the Local Government Board.

Provided that the port sanitary authority, with the approval of the Local Government Board, may pay to any such officer a reasonable compensation on account of extraordinary services, or other unforeseen or special circumstances connected with his duties or the necessities of the district for which he is appointed.

Article 10.—The salary of every such officer shall be payable up to the day on which he ceases to hold office, and no longer, subject to any deduction which the port sanitary authority may be entitled to make in respect of Article 3 of this Order; and in case he shall die whilst holding such office, the proportion of salary (if any) remaining unpaid at his death shall be paid to his personal representatives.

Article 11.—The salary assigned to such officer shall be payable quarterly, according to the usual feast days in the year, namely, Michaelmas Day, Christmas Day, Lady Day, and Midsummer Day; but the port sanitary authority may pay to him at the expiration of every calendar month such proportion as they may think fit on account of the salary to which he may become entitled at the termination of the quarter.

Article 12.—All salaries shall be considered as accruing from day to day, and be apportionable in respect of time accordingly, in pursuance of the provisions of the Apportionment Act, 1870.*

Section V.—*Duties.*

Article 13.—The following shall be the duties of the medical officer of health in respect of the port sanitary district for which he is appointed:—

- (1.) He shall inform himself as far as practicable respecting all influences affecting or threatening to affect injuriously the health of crews and other persons on ship-board within the district.
- (2.) He shall inquire into and ascertain by such means as are at his disposal the causes, origin, and distribution of diseases in the ships and other vessels within the

* 33 & 34 Vict. c. 35.

district, and ascertain to what extent the same have depended on conditions capable of removal or mitigation.

- (3.) He shall by inspection of the shipping in the district keep himself informed of the conditions injurious to health existing therein.
- (4.) He shall be prepared to advise the port sanitary authority, on all matters affecting the health of the crews and other persons on ship-board in the district, and on all sanitary points involved in the action of the port sanitary authority; and in cases requiring it he shall certify, for the guidance of the port sanitary authority or of the justices, as to any matter in respect of which the certificate of a medical officer of health or a medical practitioner is required as the basis or in aid of sanitary action.
- (5.) He shall advise the port sanitary authority on any question relating to health involved in the framing and subsequent working of such byelaws and regulations as they may have power to make.
- (6.) On receiving information of the arrival within the district of any ship or other vessel having any infectious or epidemic disease of a dangerous character on board, or of the outbreak of any such disease on board any ship or other vessel within the district, he shall visit the vessel without delay and inquire into the causes and circumstances of such outbreak, and advise the persons competent to act as to the measures which may appear to him to be required to prevent the extension of the disease, and, so far as he may be lawfully authorised, assist in the execution of the same.
- (7.) On receiving information from the Inspector of Nuisances that his intervention is required in consequence of the existence of any nuisance injurious to health, or of any overcrowding in a ship or other vessel, he shall, as early as practicable, take such steps authorised by the Public Health Act, 1875,* in that behalf, as the circumstances of the case may justify and require.
- (8.) He shall perform all the duties imposed upon him by any byelaws and regulations of the port sanitary authority, duly confirmed, in respect of any matter affecting the public health, and touching which they are authorised to frame byelaws and regulations.
- (9.) He shall attend at the office of the port sanitary authority, or at some other appointed place, at such stated times as they may direct.

* 38 & 39 Vict. c. 55.

- (10.) He shall from time to time report in writing to the port sanitary authority his proceedings, and the measures which may require to be adopted for the improvement or protection of the health of crews or other persons on shipboard in the district. He shall in like manner report with respect to the sickness and mortality of persons on shipboard within the district, so far as he has been enabled to ascertain the same.
- (11.) He shall keep a book or books, to be provided by the port sanitary authority, in which he shall make an entry of his visits, and notes of his observations and instructions thereon, and also the date and nature of applications made to him, the date and result of the action taken thereon, and of every action taken on previous reports; and shall produce such book or books, whenever required, to the Port Sanitary Authority.
- (12.) He shall also prepare an annual report, to be made to the end of December in each year, comprising tabular statements (so far as he shall have been able to obtain the necessary information) of the sickness and mortality of persons on ship board within the district, classified according to diseases, ages, and vessels; and a summary of the action taken during the year for preventing the spread of disease. The report shall also contain an account of the proceedings in which he has taken part or advised under The Public Health Act, 1875,* so far as such proceedings relate to conditions dangerous or injurious to health, and also an account of the supervision exercised by him or on his advice for sanitary purposes, over places and vessels that the port sanitary authority has power to regulate, with the nature and result of any proceedings which may have been so required and taken in respect of the same during the year.
- (13.) He shall give immediate information to the Local Government Board of any outbreak of infectious or epidemic disease of a dangerous character on shipboard within the district, and shall transmit to the Board a copy of each annual and of any special report.
- (14.) Where any vessel within his district has had dangerous infectious disease on board, he shall give notice thereof to the medical officer of health of any port within the United Kingdom whither such vessel is about to sail.

* 38 & 39 Vict. c. 55.

- (15.) He shall observe and execute, so far as they may be applicable to his office, the rules and regulations of the Local Government Board in force for the time being, and any instructions of the said Board, and the lawful orders and directions of the Port Sanitary Authority.

Given under the seal of office of the Local Government Board, this nineteenth day of July in the year One thousand eight hundred and eighty-three.

(L.S.)

Charles W. Dilke,
President.

Hugh Owen,
Secretary.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD,
DATED JULY 19, 1883, PRESCRIBING REGULATIONS WITH
RESPECT TO MEDICAL OFFICERS OF HEALTH, APPOINTED
BY PORT SANITARY AUTHORITIES, NO PORTION OF WHOSE
SALARIES IS PAID OUT OF MONEYS VOTED BY PARLIAM-
ENT.*

To all Port Sanitary Authorities constituted as hereinafter mentioned:—

And to all persons whom it may concern.

Whereas by Provisional Orders made by the Local Government Board under Section 287 of the Public Health Act, 1875,† and confirmed by Parliament, port sanitary authorities have been and may in future be permanently constituted, to whom the powers and duties of Sections 190 and 191 of the said Act have been or may be assigned;

And whereas by Orders of the said Board under the first-mentioned Section, port sanitary authorities have been and may in future be temporarily constituted, with the like powers and duties:

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the several statutes in that behalf, hereby Order as follows:

The following regulations shall take effect as regards every medical officer of health appointed or re-appointed on and after the first day of August, One thousand eight hundred and eighty-three, by any port sanitary authority now or hereafter constituted as above-mentioned, in all cases where no portion of the salary of any such officer is paid out of moneys voted by Parliament.*

* As to the words "moneys voted by Parliament," see now Section 24 (3) of the Local Government Act, 1888 (51 & 52 Vict. c. 41.).

† 38 & 39 Vict. c. 55.

Section I.—*Qualification.*

Article 1.—A person shall not be qualified to be appointed unless he shall be registered under the Medical Act of 1858,* and qualified by law to practise both medicine and surgery.

Provided that the Local Government Board may, upon the application of the port sanitary authority, dispense with so much of this regulation as requires that the medical officer of health shall be qualified to practise both medicine and surgery, if he is duly registered under the said Act to practise either medicine or surgery.

Section II.—*Duties.*

Article 2.—The following shall be the duties of the medical officer of health in respect of the port sanitary district for which he is appointed :—

- (1.) He shall, within seven days after his appointment, report the same in writing to the Local Government Board.
- (2.) He shall inform himself as far as practicable respecting all influences affecting or threatening to affect injuriously the health of crews and other persons on ship-board within the district.
- (3.) He shall inquire into and ascertain by such means as are at his disposal the causes, origin, and distribution of diseases in the ships and other vessels within the district, and ascertain to what extent the same have depended on conditions capable of removal or mitigation.
- (4.) He shall by inspection of the shipping in the district keep himself informed of the conditions injurious to health existing therein.
- (5.) He shall be prepared to advise the port sanitary authority on all matters affecting the health of the crews and other persons on ship-board in the district, and on all sanitary points involved in the action of the port sanitary authority ; and in cases requiring it he shall certify for the guidance of the port sanitary authority or to the justices, as to any matter in respect of which the certificate of a medical officer of health or a medical practitioner is required as the basis or in aid of sanitary action.
- (6.) He shall advise the port sanitary authority on any question relating to health involved in the framing and subsequent working of such byelaws and regulations as they may have power to make.
- (7.) On receiving information of the arrival within the district of any ship or other vessel having any infectious or epidemic disease of a dangerous character

* 21 & 22 Vict. c. 90.

on board, or of the out-break of any such disease on board any ship or other vessel within the district, he shall visit the vessel without delay and inquire into the causes and circumstances of such outbreak, and advise the persons competent to act as to the measures which may appear to him to be required to prevent the extension of the disease, and, so far as he may be lawfully authorised, assist in the execution of the same.

- (8.) On receiving information from the inspector of nuisances that his intervention is required in consequence of the existence of any nuisance injurious to health, or of any over-crowding in a ship or other vessel, he shall, as early as practicable, take such steps authorised by the Public Health Act, 1875,* in that behalf, as the circumstances of the case may justify and require.
- (9.) He shall perform all the duties imposed upon him by any byelaws and regulations of the port sanitary authority, duly confirmed, in respect of any matter affecting the public health, and touching which they are authorised to frame byelaws and regulations.
- (10.) He shall attend at the office of the port sanitary authority, or at some other appointed place, at such stated times as they may direct.
- (11.) He shall from time to time report in writing to the port sanitary authority his proceedings, and the measures which may require to be adopted for the improvement or protection of the health of crews or other person on ship-board in the district. He shall in like manner report with respect to sickness and mortality of persons on ship-board within the district, so far as he has been enabled to ascertain the same.
- (12.) He shall keep a book or books, to be provided by the port sanitary authority, in which he shall make an entry of his visits, and notes of his observations and instructions thereon, and also the date and nature of applications made to him, the date and result of the action taken thereon, and of every action taken on previous reports; and shall produce such book or books, whenever required, to the port sanitary authority.
- (13.) He shall also prepare an annual report, to be made to the end of December in each year, comprising tabular statements (so far as he shall have been able to obtain the necessary information) of the sickness and mortality of persons on ship-board within the district, classified according to diseases, ages, and vessels; and a summary of the action

* 38 & 39 Vict. c. 55.

taken during the year for preventing the spread of disease. The report shall also contain an account of the proceedings in which he has taken part or advised under the Public Health Act, 1875,* so far as such proceedings relate to conditions dangerous or injurious to health, and also an account of the supervision exercised by him or on his advice for sanitary purposes, over places and vessels that the port sanitary authority has power to regulate, with the nature and results of any proceedings which may have been so required and taken in respect of the same during the year.

- (14.) He shall give immediate information to the Local Government Board of any outbreak of infectious or epidemic disease of a dangerous character on ship-board within the district, and shall transmit to the Board a copy of each annual and of any special report.
- (15.) Where any vessel within his district has had dangerous infectious disease on board, he shall give notice thereof to the medical officer of health of any port in the United Kingdom whither such vessel is about to sail.
- (16.) He shall observe and execute, so far as they may be applicable to his office, the rules and regulations of the Local Government Board in force for the time being, and any instructions of the said Board, and the lawful orders and directions of the port sanitary authority.

Given under the seal of office of the Local Government Board, this nineteenth day of July, in the year One thousand eight hundred and eighty-three.

(L.S.)

Charles W. Dilke,
President.

Hugh Owen,
Secretary.

(b) Inspector of Nuisances.

GENERAL ORDER OF THE LOCAL GOVERNMENT BOARD, DATED JULY 19, 1883, PRESCRIBING REGULATIONS WITH RESPECT TO INSPECTORS OF NUISANCES APPOINTED BY PORT SANITARY AUTHORITIES, AND WHOSE SALARIES ARE PARTLY PAID OUT OF MONEYS VOTED BY PARLIAMENT.

To all Port Sanitary Authorities constituted as herein-after mentioned ;—

And to all other persons whom it may concern.

Whereas by Provisional Orders made by the Local Government Board under Section 287 of the Public Health Act, 1875,*

* 38 & 39 Vict. c. 55.

and confirmed by Parliament, port sanitary authorities have been and may in future be permanently constituted, to whom the powers and duties of Section 189 or 190 and Section 191 of the said Act have been or may be assigned ;

And whereas by Orders of the said Board under the first-mentioned section, port sanitary authorities have been and may in future be temporarily constituted, with the like powers and duties :

And whereas by Orders of the Local Government Board dated respectively the 25th day of September and the 19th day of December 1878, the 5th day of December 1879, and the 2nd day of June 1882, addressed to port sanitary authorities who have been constituted as aforesaid, regulations are prescribed with respect to the mode of appointment, tenure of office, duties, and salary of inspectors of nuisances appointed by those authorities, in all cases where any portion of the salary of any such officer is paid out of moneys voted by Parliament :

Now, therefore, we, the Local Government Board, in pursuance of the powers given to us by the several statutes in that behalf, hereby order as follows :—

The said Orders dated respectively the 25th day of September and the 19th day of December 1878, the 5th day of December 1879, and the 2nd day of June 1882, shall not apply to any inspector of nuisances appointed or re-appointed by any such port sanitary authority after the 1st day of August 1883.

The following regulations shall take effect as regards every inspector of nuisance appointed or re-appointed on or after the 1st day of August 1883, by any port sanitary authority now or hereafter constituted as above mentioned, in all cases where any portion of the salary of any such officer is paid out of moneys voted by Parliament.

Section I.—*Appointment.*

Article 1.—An appointment of an inspector of nuisances shall not be made unless an advertisement specifying the amount of salary proposed to be assigned, the day fixed for the appointment, and, if it is to be for a limited period, the period, for which it is to be made, shall have appeared in some public newspaper circulating in the locality, at least seven days before the day fixed for the appointment.

Article 2.—An inspector of nuisances shall not be appointed or re-appointed on or after the 1st day of August, 1883, unless he agree to give one month's notice previous to resigning the office or to forfeit such sum as may be agreed upon as liquidated damages.

Article 3.—Every appointment or re-appointment shall, within seven days after it is made, be reported to the Local Government Board by the clerk to the port sanitary authority.

Article 4.—As regards any vacancy in the office of inspector of nuisances, the following regulations shall apply :

- (1.) If the vacancy arise from notice given by an officer of his intended resignation to take effect on a future day, the port sanitary authority may elect a successor to such officer in conformity with the above regulations, at any time subsequent to such notice.
- (2.) If the port sanitary authority deem it advisable that a vacancy should not be filled up forthwith, they may appoint a person to act temporarily, subject to the approval of the Local Government Board.
- (3.) In any case where a port sanitary authority permanently constituted appoint an officer for a limited period, they may re-appoint him or appoint his successor, within three calendar months next before the expiration of such period.
- (4.) In the case of a port sanitary authority temporarily constituted being continued by the Order constituting them being renewed, they may re-appoint an officer, or appoint his successor, at any time after the date of the order of renewal.

Article 5.—If a port sanitary authority should desire to renew the appointment of an officer for a further period or otherwise, in conformity with the provisions of this Order, it shall not be necessary for that purpose that Article 1 of this Order should be complied with, but it shall be sufficient if the port sanitary authority, at a meeting held after notice given at one of their two ordinary meetings next preceding such meeting, pass a resolution renewing the appointment accordingly on the expiration of the period for which it was made, and the Local Government Board sanction such resolution.

Article 6.—If any officer be at any time prevented by sickness or accident, or other sufficient reason, from performing his duties, the port sanitary authority may appoint a person qualified as aforesaid to act as his temporary substitute, and may pay to such substitute a reasonable compensation for his services ; and it shall not be necessary in any such case that Article 1 of this Order shall be complied with, but Article 3 of this Order shall apply in every such case.

Section II.—*Tenure of Office.*

Article 7.—Every inspector of nuisances shall continue to hold office for such period as the port sanitary authority may, with the approval of the Local Government Board, determine, or until he die, resign, or be dismissed by such authority with the assent of the Local Government Board, or be removed by the Local Government Board, or be proved to be insane by evidence which that Board may deem sufficient.

Provided that in the case of a port sanitary authority temporarily constituted, an officer shall not be appointed for a period extending beyond the date until which the port sanitary authority have been constituted.

Section III.—*Salary.*

Article 9.—The port sanitary authority shall pay to every inspector of nuisances such salary as may be approved by the Local Government Board.

Provided that the port sanitary authority, with the approval of the Local Government Board, may pay to any such officer a reasonable compensation on account of extraordinary services, or other unforeseen or special circumstances connected with his duties or the necessities of the district for which he is appointed.

Article 10.—The salary of every such officer shall be payable up to the day on which he ceases to hold office, and no longer, subject to any deduction which the port sanitary authority may be entitled to make in respect of Article 2 of this Order; and in case he shall die whilst holding such office, the proportion of salary (if any) remaining unpaid at his death shall be paid to his personal representatives.

Article 11.—The salary assigned to such officer shall be payable quarterly, according to the usual feast days in the year, namely Michaelmas Day, Christmas Day, Lady Day, and Midsummer Day; but the port sanitary authority may pay to him at the expiration of every calendar month such proportion as they may think fit, on account of the salary to which he may become entitled at the termination of the quarter.

Article 12.—All salaries shall be considered as accruing from day to day, and to be apportionable in respect of time accordingly, in pursuance of the provisions of the Apportionment Act, 1870.*

Section IV.—*Duties.*

Article 13.—The following shall be the duties of the inspector of nuisances in respect of the port sanitary district for which he is appointed:—

- (1.) He shall perform, either under the special directions of the port sanitary authority, or (so far as authorised by the port sanitary authority) under the directions of the medical officer of health, or in cases where no such directions are required, without such directions, all the duties specially imposed upon an inspector of nuisances by the sections of the Public Health Act, 1875,† which shall apply to

* 33 & 34 Vict. c. 35.

† 38 & 39 Vict. c. 55.

the port sanitary authority, or by the orders of the Local Government Board, so far as the same apply to his office.

- (2.) He shall attend all meetings of the port sanitary authority when so required.
- (3.) He shall by inspection of the shipping in the district, keep himself informed in respect of the nuisances existing therein that require abatement under the Public Health Act, 1875.*
- (4.) On receiving notice of the existence of any nuisance on board of any ship or other vessel within the district, or of the breach of any bye-laws or regulations made by the port sanitary authority for the suppression of nuisances, he shall, as early as practicable, visit the vessel, and inquire into such alleged nuisance or breach of byelaws or regulations.
- (5.) He shall give immediate notice to the medical officer of health of the occurrence within his district of any infectious or epidemic disease of a dangerous character, or of the arrival within the district of any ship or other vessel having such disease on board ; and whenever it appears to him that the intervention of such officer is necessary in consequence of the existence of any nuisance injurious to health, or of any overcrowding in a vessel, he shall forthwith inform the medical officer thereof.
- (6.) He shall, subject in all respects to the directions of the port sanitary authority, attend to the instructions of the medical officer of health with respect to any measures which can be lawfully taken by him under the Public Health Act, 1875,* for preventing the spread of any infectious or epidemic disease of a dangerous character.
- (7.) He shall enter from day to day, in a book to be provided by the port sanitary authority, particulars of his inspections and of the action taken by him in the execution of his duties. He shall also keep a book or books, to be provided by the port sanitary authority, so arranged as to form, as far as possible, a record of the sanitary condition of each of the ships or other vessels in respect of which any action has been taken under the Sanitary Acts, and shall keep any other systematic records that the port sanitary authority may require.
- (8.) He shall at all reasonable times when applied to by the medical officer of health, produce to him his books, or any of them, and render to him such information as he may be able to furnish with respect to any matter to which the duties of inspection of nuisances relate.

* 38 & 39 Vict. c. 55.

- (9.) He shall observe and execute, so far as they may be applicable to his office, the rules and regulations of the Local Government Board in force for the time being, and any instructions of the said board, and the lawful orders and directions of the port sanitary authority.

Given under the seal of office of the Local Government Board, this nineteenth day of July, in the year One thousand eight hundred and eighty-three.

(L.S.)

Charles W. Dilke,
President.

Hugh Owen,
Secretary.

POST OFFICE.*

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| 1. <i>Postal Rates and Regulations</i> , p. 1. | 2. <i>Conveyance of Mails and Letters</i> , p. 94. |
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1. Postal Rates and Regulations.

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A. Inland Post.

TREASURY WARRANT, DATED JULY 24, 1883, MAKING REGULATIONS AS TO THE CONVEYANCE OF GOODS BY PARCEL POST BETWEEN THE CHANNEL ISLANDS, THE ISLE OF MAN, AND THE UNITED KINGDOM.†

We, the Lords Commissioners of Her Majesty's Treasury, in exercise of the powers conferred on us by the 15th Section of the Post Office (Parcels) Act, 1882,‡ and of all other powers enabling us in this behalf, do by this Warrant, made on the recommendation of the Commissioners of Her Majesty's Customs and of Her Majesty's Postmaster-General (testified by their respectively signing the same), order, direct, and declare, as follows:—

1. Subject to the prohibitions and restrictions which, under the Customs Acts, or any other Act, or any Order in Council, may for the time being attach to the importation, exportation, or removal of goods, it shall be permissible by means of Inland parcels conveyed by post—

- (a) To export or remove from the Channel Islands or Isle of Man, and import or bring into Great Britain and Ireland;
- (b) To export or remove from Great Britain or Ireland, and import or bring into the Channel Islands or Isle of Man; and
- (c) To import and export to and from the Channel Islands, from and to the Isle of Man, through Great Britain, any goods upon which duty is payable under the Customs Acts.

2. The following shall be the regulations for permitting and regulating the exportation, importation, removal, and

* The Orders relating to Savings Banks and Telegraphs, except those relating to Telegraph Money Orders, are printed under the titles, "Savings Banks," and "Telegraph," respectively.

† See the Jersey Parcels (Customs) Warrant, 1901, printed at p. 4, below.

‡ 45 & 46 Vict. c. 74.

bringing in of such goods as above mentioned by means of Inland parcels conveyed by post, viz. :—

- (1.) Every parcel posted in Great Britain, Ireland, or the Isle of Man, and intended to be delivered at any place in the Channel Islands, and every parcel posted in the Channel Islands and intended to be delivered at any place in Great Britain, Ireland, or the Isle of Man, shall be accompanied by, or have affixed to it, a declaration of such kind, and stating the contents of the parcel in such manner and form, and with such other particulars as the Commissioners of Customs and the Postmaster-General may prescribe.
- (2.) Every parcel shall either at the port of departure or of arrival, as the Commissioners of Customs shall direct, be produced by an officer appointed in that behalf by the Postmaster-General to the proper Officer of Customs, and, if the Officer of Customs require, it shall be thereupon opened by the Officer of the Post Office, who is hereby empowered and authorised to open the same for Customs examination; and, in any case where the contents of a parcel are found not to agree with the declaration which accompanies or is affixed to it, such parcel and all its contents may be considered and treated as goods not permitted under this Warrant, or be otherwise dealt with as the Commissioners of Customs may think fit.
- (3.) The officer aforesaid of the Post Office shall deliver to the proper Officer of Customs such entries of the contents or other documents as the Commissioners of Customs shall prescribe.
- (4.) If the addressee of a parcel refuses to pay any duty payable under the Customs Acts in respect of the goods contained in such parcel, the Postmaster-General may retain the parcel, and may either pay to the Commissioners of Customs the duty payable and recover the same from the addressee or other person liable to pay the same, in the same manner as if such duty were a rate of postage, or may, at the expiration of seven days from the day on which such parcel was presented at the place of address, send the parcel to the Queen's Warehouse, at the Custom House, London, or to such other place as the Commissioners of Customs shall appoint for that purpose.
- (5.) Any parcel sent by the Postmaster-General to the Queen's Warehouse or other place appointed as aforesaid under the provisions of this Warrant, together with all goods contained therein, shall be treated as goods not permitted under this Warrant.

(6.) The duties payable on goods contained in any parcel to which this Warrant applies, and which may not be sent to the Queen's Warehouse or other appointed place as aforesaid, shall be paid over by the Postmaster-General to the Commissioners of Customs, or their proper officers, or shall be transferred to the account of the said Commissioners at the Bank of England, at such times and in such manner as shall be from time to time agreed upon between the two Departments.

3. Subject to the exception and modification made by this Warrant, the prohibition contained in the above mentioned section of the Post Office (Parcels) Act, 1882, shall remain in force in manner and to the effect therein specified.

4. This Warrant shall come into operation on the 1st day of August 1883.

Dated this 24th day of July, 1883.

Charles C. Cotes,

R. W. Duff,

Two of the Commissioners of
Her Majesty's Treasury.

Charles Du Cane,

Fredk. Romilly,

Two of the Commissioners of
Her Majesty's Customs.

Henry Fawcett,

Her Majesty's Postmaster-General.

TREASURY WARRANT, DATED APRIL 1, 1886, AS TO PARCELS
(ARMS—IRELAND).*

We, the Commissioners of Her Majesty's Treasury, in pursuance of the Acts relating to Her Majesty's Post Office, and in exercise of all powers enabling us in this behalf, do, by this Warrant made on the representation of Her Majesty's Postmaster General (testified by his signing the same), and under the hands of two of us, the said Commissioners, order, direct, and declare as follows :—

Interpretation Clause.

1.—(1.) The expression " Lord Lieutenant " means the Lord Lieutenant of Ireland, or other chief governor, or governors, of Ireland for the time being.

(2.) The expression " arms " includes any cannon, gun, revolver, pistol, and any description of firearms, also any sword, cutlass, pike, and bayonet, also any part of any arms as so defined.

* 3 & 4 Vict. c. 96.

(3.) The expression "ammunition" includes bullets, gun-powder, nitro-glycerine, dynamite, guncotton, and every other explosive substance, whether fitted for use with any arms, or otherwise.

(4.) The expression "prohibited district in Ireland" means any place in Ireland in respect of which the Lord Lieutenant of Ireland, by and with the advice of the Privy Council in Ireland, may have made, or may make orders for prohibiting or regulating therein the sale or importation of arms and ammunition.

Prohibitions.

2. There shall not be conveyed, or tendered or delivered for conveyance, by post under any Treasury Warrant, in or to any prohibited district in Ireland, any parcel, as defined in such Warrant, containing arms or ammunition, and any such parcel, if posted, or tendered or delivered, for conveyance by post as aforesaid, may be detained and opened, and returned to the sender thereof, or otherwise dealt with according to law.

Operation of Warrant.

3. This Warrant shall come into operation on the first day of May, One thousand eight hundred and eighty-six.

Dated this first day of April, One thousand eight hundred and eighty-six.

*Cyril Flower,
G. Leveson-Gower.*

Two of the Commissioners of
Her Majesty's Treasury.

Wolverton,
Her Majesty's Postmaster-General.

THE JERSEY PARCELS (CUSTOMS) WARRANT, 1901. DATED
DECEMBER 27, 1901.

1901. No. 1024.

Whereas the Treasury, on the representation of the Commissioners of His Majesty's Customs and the Postmaster-General, by Warrant dated the 24th day of July, 1883,* made certain Regulations with reference to the conveyance of goods by Parcel Post between the Channel Islands, the Isle of Man, and the United Kingdom of Great Britain and Ireland: and whereas the Treasury, on the like representation, by another

* Printed at p. 1 above.

Warrant dated the 8th day of June, 1885,* made certain Regulations with reference to the conveyance by post of parcels between the United Kingdom of Great Britain and Ireland on the one hand, and His Majesty's Colonies, Possessions, and Dependencies beyond the Seas and Foreign Countries respectively on the other hand: and whereas such Regulations provide for the collection of any sum due on goods conveyed by Parcel Post in respect of the Imperial Customs, but do not provide for the collection of sums due upon such goods in respect of duties or impôts levied in pursuance of the laws made by the States of Jersey, and confirmed by Order of Her late Majesty in Council, and it is expedient that further Regulations should be made with reference to the collection of such duties or impôts: now we, the Commissioners of His Majesty's Treasury, in exercise of the powers conferred upon us by the 14th and 15th Sections of the Post Office (Parcels) Act, 1882,† and of all other powers enabling us in this behalf, do, by this Warrant, made, on the representation of the Commissioners of His Majesty's Customs and His Majesty's Postmaster-General (testified by their respectively signing the same), order, direct, and declare as follows:—

In addition to the Regulations contained in the said Warrants of the 24th day of July, 1883, and the 8th day of June, 1885, the following Regulations shall apply to the bringing of goods into the Island of Jersey by means of parcels conveyed by post (that is to say):—

1. Every parcel posted in Great Britain, Ireland, or the Isle of Man, or in any British Colony, Possession, or Dependency, or in any Foreign Country, and addressed to any place in the Island of Jersey shall be produced at the General Post Office in the Island of Jersey by an officer of the Postmaster-General to the principal agent of impôts of the Island of Jersey, or to his officer, and if such agent or officer so requires, the parcel shall be thereupon opened by the officer of the post office, who is hereby empowered and authorised to open the same for examination by such agent or officer.
2. If any such parcel contains any goods or article liable to impôt according to the law of the Island of Jersey, the amount of such impôt, as certified by the principal agent of impôts or his officer, shall be collected by the Postmaster-General from the addressee of such parcel before the delivery of such parcel, and when received shall be paid to the principal agent of impôts, who shall give to the Postmaster-General a receipt for the amount so collected.
3. If the addressee of a parcel refuses to pay any sum certified by the principal agent of impôts or his officer

* Printed at p. 59 below.

† 45 & 46 Vict. c. 74.

to be payable thereon in respect of the goods contained in a parcel, the Postmaster-General may retain such parcel and return the same to the sender thereof in accordance with the provisions of the Inland Post Warrant, 1900, or of the Foreign and Colonial Parcel Post Warrant, 1901, as the case may be.

4. This Warrant shall come into operation on the 1st day of January, 1902.
5. This Warrant may be cited as "The Jersey Parcels (Customs) Warrant, 1901."

Dated this 27th day of December, 1901.

Ailwyn E. Fellowes,
W. H. Fisher,

Two of the Commissioners of
His Majesty's Treasury.

G. L. Ryder,
John A. Kempe,

Two of the Commissioners of
His Majesty's Customs.

Londonderry,
His Majesty's Postmaster-General.

THE GUERNSEY PARCELS (CUSTOMS) WARRANT, 1902, DATED
OCTOBER 27, 1902.

1902. No. 812.

Whereas the Treasury, on the representation of the Commissioners of His Majesty's Customs and the Postmaster-General, by Warrant dated the 24th day of July, 1883* made certain regulations with reference to the conveyance of goods by Parcel Post between the Channel Islands, the Isle of Man, and the United Kingdom of Great Britain and Ireland: and whereas the Treasury, on the like representation, by another Warrant dated the 8th day of June, 1885,† made certain Regulations with reference to the conveyance by post of parcels between the United Kingdom of Great Britain and Ireland on the one hand, and His Majesty's Colonies, Possessions, and Dependencies beyond the Seas and Foreign Countries respectively on the other hand: and whereas such Regulations provide for the collection of any sum due on goods conveyed by Parcel Post in respect of the Imperial Customs, but do not provide for the collection of sums due upon such goods in respect of duties or impôts levied in pursuance of the laws

* Printed at p. 1 above.

† Printed at p. 59 below.

made by the States of Guernsey, and confirmed by Order of Her late Majesty in Council, and it is expedient that further regulations should be made with reference to the collection of such duties or impôts : now we, the Commissioners of His Majesty's Treasury in exercise of the powers conferred upon us by the 14th and 15th Sections of the Post Office (Parcels) Act, 1882,* and of all other powers enabling us in this behalf, do, by this Warrant, made on the representation of the Commissioners of His Majesty's Customs and His Majesty's Postmaster-General (testified by their respectively signing the same), order, direct, and declare as follows :

In addition to the Regulations contained in the said Warrants of the 24th day of July, 1883, and the 8th day of June, 1885, the following Regulations shall apply to the bringing of goods into the Islands of Guernsey and Alderney by means of parcels conveyed by post (that is to say) :

1. Every parcel posted in Great Britain, Ireland, or the Isle of Man, or in any British Colony, Possession or Dependency, or in any Foreign Country, and addressed to any place in the Islands subject to the jurisdiction of the States of Guernsey, shall be produced at the General Post Office in the Islands of Guernsey or Alderney respectively by an officer of the Postmaster-General to the principal agents of impôts of those Islands, or to his officer, and if such agent or officer so requires, the parcel shall thereupon be opened by the officer of the Post Office, who is hereby empowered and authorised to open the same for examination by such agent or officer.

2. If any such parcel contains any goods or article liable to impôt according to the laws made by the said States of Guernsey, the amount of such impôt, as certified by the principal agent of impôts or his officer, shall be collected by the Postmaster-General from the addressee of such parcel before the delivery of such parcel, and when received shall be paid to the principal agent of impôts, who shall give to the Postmaster-General a receipt for the amount so collected.

3. If the addressee of a parcel refuses to pay any sum certified by the principal agent of impôts or his officer to be payable thereon in respect of the goods contained in a parcel, the Postmaster General may retain such parcel and return the same to the sender thereof, in accordance with the provisions of the Inland Post Warrant, 1900, or of the Foreign and Colonial Parcel Post Warrant, 1902, as the case may be.

4. This Warrant shall come into operation on the 1st day of November, 1902.

* 45 & 46 Vict. c. 74.

5. This Warrant may be cited as "The Guernsey Parcels (Customs) Warrant, 1902."

Dated this 27th day of October, 1902.

Ailwyn E. Fellowes,
H. W. Forster,

Two of the Commissioners of
His Majesty's Treasury.

G. L. Ryder,
T. J. Pittar,

Two of the Commissioners of
His Majesty's Customs.

Austen Chamberlain,
His Majesty's Postmaster General.

THE INLAND POST WARRANT, 1903. DATED
DECEMBER 11, 1903.

1903. No. 1077.

We, the Commissioners of His Majesty's Treasury, in exercise of all powers given to us by the Post Office Acts, or any of them, and of all other powers enabling us in this behalf, do by this Warrant, made on the representation of His Majesty's Postmaster-General (testified by his signing the same), and under the hands of two of us the said Commissioners, order, direct, and declare, as follows:—

Rates of Postage.

Letters.

1. There shall be charged and paid on every letter a postage after the rate of one halfpenny for every two ounces, and for every fractional part of two ounces above two ounces or any multiple of two ounces.

Provided that no letter shall be transmitted for a less charge than one penny.

Halfpenny
packets.

2. There shall be charged and paid on every halfpenny-packet the rate of postage of one halfpenny.

Postcards.

3. There shall be charged and paid:—

(a) On every postcard the rate of postage of one halfpenny.

(b) On every reply postcard the rate of postage of one penny.

Newspapers.

4. There shall be charged and paid on every newspaper, whether posted singly or in a packet of two or more, a rate of postage of one halfpenny.

Provided that the postage on a packet of newspapers shall not exceed the postage for a halfpenny packet or letter of the same weight.

5. There shall be charged and paid on parcels the following Parcels.
rates of postage, that is to say :—

On every parcel not exceeding one pound in weight, three-pence.

On every parcel exceeding one pound, for the first pound threepence, and for every pound or fractional part of a pound above any complete pound or number of pounds, up to and including nine pounds, one penny.

On every parcel exceeding nine pounds, one shilling.

General Conditions.

6.—(I.) There shall not be posted or conveyed or delivered Prohibitions.
by post any postal packet—

(1.) Consisting of or containing any indecent or obscene print, painting, photograph, lithograph, engraving, book or card, or any indecent or obscene article, whether similar to the above or not; or

(2.) Having thereon, or on the cover thereof, any words, marks, or designs of an indecent, obscene, or grossly offensive character; or

(3.) Consisting of or containing—

(a) any explosive substance;

(b) any dangerous substance;

(c) any filth;

(d) any noxious or deleterious substance;

(e) any sharp instrument not properly protected;

(f) except with the special permission of the Postmaster-General, any living creature;

(g) any article or thing whatsoever which is likely to injure other postal packets in course of conveyance, or any receptacle in which the same are conveyed, or an officer of the post office or other person who may deal with such packet; or

(4.) Containing or bearing any fictitious postage stamp; or

(5.) Purporting to be prepaid with any stamp which has been previously used to prepay any other postal packet, or any other revenue duty or tax; or

(6.) Having thereon or on the cover thereof any words, letters, or marks (used without due authority) which signify or imply, or may reasonably lead the recipient thereof to believe, that the postal packet is sent on His Majesty's Service;

(7.) Having thereon or on the cover thereof any words, marks, or designs of a character likely, in the opinion of the Postmaster-General, to embarrass the officers of the post office in dealing with the packet in the post.

(8.) Of such a form or so made up for transmission by post as to be likely, in the opinion of the Postmaster-General, to embarrass the officers of the Post Office in dealing with the packet in the post.

(II.) Where the Postmaster-General has prescribed any particular colour, form or design for use in relation to a particular class of postal packets, it shall not be lawful to post or tender for conveyance by post any other postal packet of such colour, form or design.

Treatment of
address side
of packet.

7. Nothing shall be written, printed, or otherwise impressed upon or attached to any part of that side of a postal packet which bears the address at which the packet is to be delivered which either by tending to prevent the easy and quick reading of the address of the packet, or by inconvenient proximity to the stamp or stamps used in the payment of postage, or in any other way, is in itself, or in the manner in which it is written, printed, impressed, or attached, likely, in the opinion of the Postmaster-General, to embarrass the officers of the post office in dealing with such postal packet.

Packet not
to contain
others
addressed to
different
persons at
different
addresses.

8.—(1.) There shall not be posted, or conveyed, or delivered by post any postal packet consisting of or containing two or more postal packets (of the same or of different descriptions) addressed to different persons at different addresses.

(2.) If any such postal packet be posted, or tendered for conveyance by post, each postal packet contained therein may be forwarded to the addressee thereof charged with a distinct rate of postage according to the prepaid rates fixed by this warrant.

Dimensions
and weight.

9. Except with the special permission of the Postmaster-General—

(1.) There shall not be posted, or conveyed, or delivered by post any postal packet other than a parcel which exceeds two feet in length or one foot in width or depth.

(2.) There shall not be posted, or conveyed, or delivered by post any newspaper or packet of newspapers which exceeds five pounds in weight.

(3.) There shall not be posted, or conveyed, or delivered by post any parcel the dimensions of which shall exceed in length three feet six inches, or in length and girth measured together six feet (such girth being measured round the thickest part of such parcel), or the weight of which shall exceed eleven pounds.

10. Subject to the provisions of this Warrant, the postage payable on every postal packet (except a packet consisting wholly of printed votes or proceedings of the Imperial Parliament) must be prepaid. Prepayment.

11. Postage may be prepaid either by adhesive postage stamps, or by the use of a stamped envelope, cover, postcard, or other form, or, in the case of letters, postcards, halfpenny-packets and parcels, in money, provided payment is made at such post offices, within such hours, and under and subject to such regulations, conditions, and restrictions, as the Postmaster-General shall from time to time prescribe. Mode of prepayment.

12. Every stamp, whether adhesive or on an envelope, cover, postcard, or other form shall be in such a position as the Postmaster-General may deem convenient, having regard to the obliteration of such stamp, and generally to the mode of dealing with such letter, halfpenny-packet, newspaper or parcel in the post. Position of stamp.

13.—(1.) If any postal packet is posted, and no part of the postage thereon is prepaid, such packet shall be forwarded to the place to which it is addressed charged with double the amount of postage to which the same would have been liable under this Warrant if the postage had been prepaid. Treatment in absence of prepayment.

(2.) If any postal packet (except as aforesaid) is posted, and part only of the postage payable thereon is prepaid, such packet shall be forwarded to the place to which it is addressed charged with an additional postage of double the amount of the difference between the postage actually prepaid and the postage to which the same would have been liable under this Warrant if the postage had been prepaid.

(3.) This clause shall not apply to a parcel or to a packet consisting wholly of printed votes or proceedings of the Imperial Parliament.

14. Nothing shall be written or printed or otherwise impressed across the postage stamp on any postal packet. Nothing to be written across stamp.

Special Conditions as to Postcards.

15.—(1.) A private postcard and a private reply postcard must respectively be made of ordinary cardboard, not thicker than the cardboard of which the thickest, and not thinner than the cardboard of which the thinnest, inland official postcard is for the time being, made. Make and size of cards.

(2.) A private postcard shall not exceed five inches and half an inch in length and three inches and half an inch in width, or be less than three inches and one quarter of an inch in length, or two inches and one quarter of an inch in width.

(3.) Neither part of a private reply postcard shall exceed five inches and half an inch in length or three inches and half an inch in width, or be less than three inches and one quarter of an inch in length, or two inches and one quarter of an inch in width.

Nothing to be
attached to
card.

16. Nothing whatever shall be in any manner attached to a postcard, except—

- (a) postage and inland revenue stamps, in payment of postage or stamp duty ; and,
on the side which bears the postage stamp—
- (b) a gummed label, not exceeding two inches in length or three-quarters of an inch in breadth, bearing the address at which the postcard is to be delivered.

Provided that nothing in this regulation contained shall prevent the use of a postcard in payment of postage on any postal packet.

Card not to be
folded or cut.

17.—(1.) The two parts of a reply postcard may be folded together, but, save as aforesaid, a reply postcard shall not be in any way folded, but shall be sent open through the post.

(2.) Subject as in the last preceding sub-clause provided no postcard shall be in any way folded, but shall be sent in one piece, open, through the post.

(3.) No official postcard shall after the issue thereof be cut or otherwise altered in any manner which—

- (a) will reduce the size of such card below the minimum size of a private postcard ; or
- (b) will embarrass the officers of the Post Office in dealing with such postcard.

Cards not
prepaid.

18. If any card be posted as a private postcard, or as the return half of a private reply postcard, without prepayment of the postage payable thereon, such card shall be charged with a rate of postage of one penny.

Special Conditions as to Halfpenny Packets.

Examination
in post.

19. Every halfpenny packet shall be subject to examination in the post.

Mode of
posting.

20.—(1.) Every halfpenny packet shall be posted either without a cover or in an unfastened envelope, or in a cover which can be easily removed for the purposes of examination without breaking any seal, or tearing any paper, or separating any adhering surfaces.

(2.) A halfpenny packet posted without a cover shall not be fastened or otherwise treated so as to prevent easy examination.

Prohibition
of letters.

21. No halfpenny packet shall contain or bear any communication in the nature of a letter not being matter coming within the definition of such packet or being otherwise expressly allowed by this Warrant.

Inland Post:—Special Conditions as to Newspapers. 13

22. No circular which is reproduced from or produced after the fashion or in imitation of a type-written document shall be sent by post as a halfpenny packet save under such conditions as the Postmaster-General may from time to time direct.

Imitation
type-written
circular.

23.—(1.) No paper money shall be posted or conveyed or delivered by post in a halfpenny packet.

Paper money
not to be
posted in
halfpenny
packet.

(2.) This clause shall not apply to a halfpenny packet containing a stamped proxy paper, or to a halfpenny packet containing a stamped and addressed postcard, wrapper, or envelope forwarded by the sender of the packet in order that such card, wrapper, or envelope may be returned through the post to such sender or some person designated by him.

Special Conditions as to Newspapers.

24. The proprietor of any newspaper may register it at the General Post Office for transmission by post, on payment to the Postmaster-General of a fee of five shillings.

Registration.

25. The registration of a newspaper may be renewed from year to year, on payment to the Postmaster-General of a fee of five shillings.

Renewal of
registration.

26.—(1.) The provisions of this Warrant relating to the transmission of newspapers by post apply exclusively to newspapers registered in the manner provided by this Warrant.

Warrant
applicable to
registered
newspapers
only.

(2.) Any newspaper not registered as aforesaid will, if posted, or tendered for transmission by post, be charged with postage as a halfpenny packet, letter, or parcel of the same weight, whichever treatment involves the lowest charge.

27. Every newspaper or packet of newspapers shall be posted either without a cover or in a cover open at both ends, and so that the same can be easily removed for the purpose of examination.

Mode of
posting.

28. Every newspaper when posted shall be so folded and covered (if posted in a cover) as to permit the title to be readily inspected.

Title of news-
paper to be
exposed.

29. No article not part of the newspaper shall be posted in or in the same cover with the newspaper.

Newspapers
not to contain
enclosures.

30. No newspaper and no cover of a newspaper shall bear anything (not being part of the newspaper) except—

What
extraneous
matter
admissible.

(1) the names, addresses and descriptions of the sender and addressee with index or reference numbers and letters;

(2) the words "With compliments";

(3) the title of the newspaper, and a reference to its registration for transmission by post; and

- (4) a reference to any page of or place in the newspaper to which the attention of the addressee is directed.

Impressing
and cancel-
ling of
stamps at
publishing
offices.

31. The Postmaster-General may, if he thinks fit, in the case of copies of a newspaper addressed for transmission by post at the publishing office of such newspaper, permit the work of impressing and cancelling a stamp denoting the postage to be performed at such publishing office, under such regulations and restrictions as to the payment of the postage and otherwise as the Postmaster-General may from time to time direct; but all such newspapers shall be forwarded from the publishing office to the post office in sealed bags, and any such newspaper forwarded to the post office otherwise than in a sealed bag shall, notwithstanding the impressment and cancellation of such stamp, be charged as a newspaper posted unpaid.

Impressing of
stamps at
Inland
Revenue.

32. The Postmaster-General may, in the case of any newspaper, permit the work of impressing a stamp denoting the postage to be done at the office of Inland Revenue under such regulations as to the payment of the postage and otherwise as the Postmaster-General may from time to time direct.

Special Conditions as to Parcels.

Times of
posting.

33. Parcels intended to be transmitted by post may be posted on any day of the week except Sunday, but shall not be posted on Sundays, or, in England or Ireland, on Christmas Day or Good Friday, and in Scotland on either of the two Sacramental Fast Days, except in the cases next herein-after mentioned, that is to say :

Where the delivery of parcels on Sundays or any of the other days aforesaid at certain post offices to addressees calling for the same may hereafter be specially authorised by the Postmaster-General, the posting of parcels on Sundays or such other days as aforesaid at such offices respectively shall also be permitted within such times and in such manner as may be directed by the Postmaster-General.

Mode of
posting and
packing.

34.—(1.) All parcels intended to be transmitted by post shall (except as otherwise provided in this Warrant) be posted by being handed in at a post office in the manner herein-after provided, within the hours during which such office shall be open to the public for the posting of parcels.

(2.) Every parcel must be packed and enclosed in a reasonably strong case, wrapper, or cover, in such a manner as in the opinion of the officer receiving the same is calculated to preserve the contents from loss or damage in the post, and to prevent any tampering with its contents.

35. In respect of every parcel intended to be posted at a post office, it shall be the duty of the person bringing the same to hand it to an officer on duty at the counter in such office. Such parcel shall be measured and weighed by such officer, and (if such parcel do not exceed the limits of measurement or weight herein-before mentioned) the postage thereof, according to the rates herein-before mentioned, shall be paid by means of postage stamps affixed to such parcel, and shall be verified by such officer; and no such parcel shall be forwarded by the post until it has been so measured and weighed and the postage chargeable thereon shall have been properly paid; and if any such parcel shall be left at a post office without being so measured and weighed, and the postage chargeable thereon properly paid as aforesaid, such parcel shall be detained, and may be returned or given up to the sender thereof, or otherwise dealt with or disposed of in any manner authorised by this Warrant.

Posting at post offices.

36. The Postmaster-General may, if he think fit, from time to time authorise such officers as he may direct to receive parcels for the post otherwise than at a post office under such regulations and conditions as he may from time to time prescribe.

Collection of parcels.

37. On every parcel addressed to a post office "to be called for," there shall be charged and paid, by the person to whom such parcel is addressed, the sum of one penny (which sum shall be paid in money, and not in stamps) in respect of every day or part of a day during which such parcel may remain in such post office after the expiration of the day next after that on which such parcel was delivered at such post office. Provided that—

Use of postes restantes.

(1.) In no case shall such sum be payable in respect, in England or Ireland, of any Sunday, Christmas Day, Good Friday, or Bank Holiday, or in Scotland of any Bank Holiday, or Sacramental Fast Day of the Church of Scotland, or of any parts of such days respectively.

(2.) Parcels addressed to ships, or to places beyond the free delivery, shall not come within the operation of this clause.

38. Parcels intended to be transmitted by post between the Channel Islands, the Isle of Man, and other parts of the United Kingdom shall not be posted, forwarded, conveyed, or delivered except subject to such regulations as are referred to in Section 15 of the Post Office (Parcels) Act, 1882.

Channel Islands and Isle of Man.

Irregular Posting.

39. If any postal packet intended for transmission as a letter, halfpenny packet, newspaper or parcel, is found, when in the post, not to comply with the conditions applicable to

Irregular posting of postal packets.

its transmission as intended, it shall be forwarded charged with the lowest rate of postage which is applicable to the packet.

Provided that—

- (1.) If forwarded as a letter or halfpenny packet, it shall be charged with double the prepaid rate of postage.
- (2.) If forwarded as a parcel, it shall be charged with the prepaid rate of postage and an additional fee of one penny.
- (3.) The postage prepaid upon the packet shall in every case be allowed in payment or part payment of any postage or other sum charged under this clause.
- (4.) The Postmaster-General, may, in any case, in his discretion, instead of forwarding the packet, return the same to the sender, or otherwise dispose thereof as he may think fit.

Re-direction.

Packet may be re-directed to the same addressee.

40. Any postal packet may be re-directed from its original address, or any substituted address, to the same addressee at any other address.

Period of free re-direction.

41.—(1.) Any postal packet (other than a parcel) so re-directed as aforesaid shall be transmitted by post free of any charge or rate of postage in respect of such transmission, provided that such packet is re-directed on the day of its delivery at the address from which it is re-directed, or on the day next following.

(2.) In calculating the period within which a re-directed packet may be transmitted free of charge, under this clause (herein-after referred to as "the period of free re-direction"), the following days shall not be computed, that is to say:—

- (a) In England and Ireland, a Sunday, Christmas Day, Good Friday, or Bank Holiday;
- (b) In Scotland, a Sunday, Bank Holiday, or Sacramental Fast Day of the Church of Scotland.

Re-direction of parcels; late re-directions.

42. Upon any postal packet re-directed at any time subsequent to the period of free re-direction, and upon any parcel whenever re-directed, there shall be charged in respect of each such re-direction, and (if not previously paid) paid by the addressee thereof in money upon the delivery of such packet, a new and distinct rate of postage, equal in amount to the rate of postage originally chargeable on such packet. Provided that the Postmaster-General may remit such new rate of postage as aforesaid, in the case of a parcel re-directed within the period of free re-direction, where the parcel is or would be delivered from the same post office both at the original address and at the address to which the parcel is re-directed.

43.—(1.) In any case where an officer of the Post Office has reasonable cause to believe that a packet, purporting to be re-directed, has been posted as a re-directed packet with a view to evading the payment of any postage chargeable by law upon such packet, he may, before the delivery of such packet, require the addressee (who shall furnish proof of identity to the satisfaction of such officer) to sign a receipt for the same.

Evasion of postage.

(2.) Any re-directed closed packet which appears to have been opened before being re-directed, and any packet which purports to be re-directed, but which appears to have been treated in a manner designed to evade the payment of any postage chargeable thereon by law, shall be dealt with and charged as an unpaid packet of the same description or otherwise dealt with as may be authorised by the Postmaster-General.

44. The provisions of this Warrant as to re-direction shall not affect the provisions in favour of seamen, soldiers, and other specified persons contained in the Acts and Warrant specified in the third schedule to this Warrant.

Saving of naval and military letters.

Return of Postal Packets.

45.—(1.) The sender of a postal packet addressed to a post office to be called for by the addressee, may add to the address of such packet a request that the packet may, if not called for within the time specified in such request, be returned to the sender or some person designated by him.

Postal packets at poste restantes

(2.) In such case such packet shall, at the expiration of the time specified in the request (and subject to and in accordance with the rules in force for the time being as to the return of postal packets), be returned as specified in such request, and shall, if necessary, be opened for that purpose by any officer of the Post Office duly authorised in that behalf.

(3.) Provided that if the time specified in such request exceeds the time during which the packet would (according to the rules of the Post Office in force for the time being) be retained at the post office to which it is addressed, the packet shall, notwithstanding any such request, be dealt with in accordance with such rules.

46. With regard to any postal packet chargeable by law with a postage not exceeding one halfpenny, and with regard to any newspaper posted as a newspaper, which (in either case) cannot be delivered through want of a true direction, or by reason that the addressee is dead, or cannot be found, or has refused the same, or has refused or neglected to pay any charges thereon, or for any other sufficient reason, the following provisions shall apply (that is to say):—

Halfpenny matter and newspapers.

(1.) Where a request for the return of such postal packet to the sender thereof, or some person designated by

him, appears on the outside of such packet (which request is hereby authorised notwithstanding anything in this Warrant contained), such packet shall be charged with a new and distinct rate of postage equal in amount to the prepaid rate of postage originally chargeable upon the packet, and such rate of postage shall be payable by the sender of such packet, and the packet shall, upon payment of such rate of postage and any other charges to which it has become liable, be returned to the sender thereof or to the person so designated by him as aforesaid.

- (2.) Where no such request as aforesaid appears upon the packet, but where the packet has been insufficiently prepaid, or where from any other cause the Postmaster-General deems it expedient so to do, he may tender such packet to the sender thereof charged with a new and distinct rate of postage equal in amount to the prepaid rate of postage originally chargeable upon the packet, and the packet shall, upon payment of such rate of postage, and any other charges to which it has become liable, be returned to the sender thereof.
- (3.) Where no such request as aforesaid appears upon the packet, or where upon the tender of the packet to the sender thereof he refuses or fails to pay the charges to which the packet has become liable by law, the packet may be dealt with or disposed of in such manner as the Postmaster-General may in his discretion direct or authorise.

Parcels.

47. With regard to—

- (a) parcels which are addressed to a post office to be called for, or to a place beyond the limits of the free postal delivery of any town or district, or to a ship at any port of the United Kingdom, and which are not called for or delivered within such reasonable times as the Postmaster-General may from time to time prescribe; and
- (b) parcels which cannot be delivered for want of a true direction, or by reason that the addressee is dead, or cannot be found, or has refused the same, or has refused or neglected to pay any charges thereon, or for any other sufficient reason;

the following provisions shall apply, that is to say:—

- (1.) The parcel shall, as the Postmaster-General may from time to time direct, be retained at or forthwith forwarded to such place as the Postmaster-General may from time to time appoint, and may, if necessary, be there opened and examined.

- (2.) Where the name and address of the sender can be ascertained from the parcel, notice shall be given by post to the sender that the parcel will, in default of any claim on the part of the addressee, be given up to the sender or his agent upon personal application at such place as aforesaid, or, at the request of the sender, will be forwarded to a corrected address, or returned to him by post, in either case upon the conditions herein-after mentioned.
- (3.) Where the name and address of the sender cannot be ascertained from the parcel, notice shall be publicly given (by affixing the same at such place or places or in such other manner as the Postmaster-General may direct) that the parcel will, in default of any claim on the part of the addressee, and upon payment of such charges as are herein-after mentioned, be given up upon the personal application of the sender or his agent.
- (4.) In any case the notice shall state that, in default of the receipt by the Postmaster-General of an application for the parcel, during a period to be specified in such notice, from some person who, in the Postmaster-General's judgment, is entitled to receive the parcel, it will be disposed of in such manner as the Postmaster-General may direct.
- (5.) The Postmaster-General may, in his discretion, specify in any such notice or otherwise, the periods during which parcels may be returned to the senders thereof, and in so doing may have regard to the nature and contents of the parcel.
- (6.) Where in the case of a parcel which cannot be delivered for want of a true direction, the sender corrects the address of the parcel, the parcel shall be forwarded to the corrected address subject to the following conditions :—
 - (a) Where the sender's name and address appear outside the parcel, and the corrected address of the parcel is within the same delivery as the original address, and the parcel is not, at the time of such correction, lying at a returned letter office, no new charge shall be made with respect to the delivery of the parcel ;
 - (b) Where the sender's name and address do not appear outside the parcel, or where such name and address do appear, but the corrected address of the parcel is not within the same delivery as the original address, or the parcel at the time of such correction is lying at a returned letter office, the sender shall pay a

new and distinct rate of postage, equal in amount to the rate of postage which shall have been originally chargeable on such parcel.

- (7.) A parcel shall not be given up or returned by post to the sender except upon payment by him of any charge for re-direction or other charge to which the parcel has become liable under the provisions of this Warrant, or of any such regulations as are referred to in Section 15 of the Post Office (Parcels) Act, 1882.
- (8.) Where the sender requests a parcel to be returned to him by post, such parcel shall not be returned to the sender except upon payment by him of a new and distinct rate of postage according to the rates fixed by this Warrant, and in such case the said rate of postage, and all other charges to which the parcel has become liable, shall be prepaid by the sender in stamps before the return of the parcel to him.
- (9.) The Postmaster-General may require proof to his satisfaction that an applicant for a parcel is entitled to receive the same.
- (10.) Where no application is made for a parcel within the period specified in any such notice as aforesaid, or an applicant fails to prove to the satisfaction of the Postmaster-General that he is entitled to receive the parcel, or refuses or fails to pay the charges to which the parcel has become liable under this Warrant, the parcel may be dealt with or disposed of in such manner as the Postmaster-General may in his discretion direct or authorise.
- (11.) Any parcel in the possession of the Postmaster-General which becomes offensive or injurious to any officer of the Post Office, or other person, or to other parcels, or which is likely from its character or condition to become offensive or injurious as aforesaid, or to become valueless before it can be delivered or otherwise dealt with in accordance with the provisions of this Warrant, may forthwith be dealt with or disposed of in such manner as the Postmaster-General may in his discretion direct or authorise, notwithstanding that the provisions of this Warrant, as to the return of such parcel, have not been or have only partially been complied with.

Express Delivery.

Delivery by
special
messenger.

48.—(1.) Subject to the provisions of this Warrant a postal packet may, at the request of the sender, be conveyed and delivered by special messenger.

(2.) A postal packet may be conveyed by special messenger throughout its whole course in the post or any part thereof, in accordance with such rules as the Postmaster-General may from time to time prescribe.

(3.) In this Warrant a postal packet conveyed or intended to be conveyed by special messenger either throughout the whole or in any part of its course in the post is referred to as an "express packet," and a postal packet conveyed or intended to be conveyed by a special messenger throughout a part only of its course in the post is sometimes referred to as a "part express packet."

49.—(1.) An express packet must be marked with the words "express delivery," or with such other words as may indicate the desire of the sender that the postal packet shall be so conveyed. Express packets to be marked.

(2.) A part express packet must, in addition to such words as aforesaid, be marked with such lines or other marks as the Postmaster-General may from time to time prescribe for the purpose of distinguishing part express packets from other postal packets.

50. An express packet must be posted by being—

Posting of express packets.

- (a) handed or delivered to an officer on duty at a post office; or
- (b) handed to an officer of the post office authorised to receive the same in accordance with such conditions as the Postmaster-General may from time to time prescribe; or
- (c) in the case of a part express packet sent otherwise than by special messenger during the first part of its course, posted in the manner prescribed by the regulations of the Post Office for the time being with reference to the posting of postal packets.

51. Subject to the provisions of this Warrant—

Express mileage fees.

(1.) On every express packet conveyed by special messenger throughout its whole course in the post there shall be charged the following sums or fees in lieu of all postage thereon; that is to say:—

- (a) If the place to which the packet is addressed (herein-after called the "place of address") is situate at a distance not exceeding one mile from the express delivery office from which the packet is conveyed, an express fee of threepence;
- (b) If the place is situate at a distance of more than one mile from such express delivery office aforesaid, an express fee of threepence

for the first mile, and threepence for every mile (or for any part of an uncompleted mile) beyond the first mile ;

all which fees calculated with reference to distance are hereinafter referred to as "mileage fees."

(2.) On every part express packet there shall be charged and paid the following rates of postage and fees ; that is to say :—

- (a) The ordinary rates of postage, sums, and fees payable upon such postal packet in respect of its conveyance in the post otherwise than by special messenger ;
- (b) As regards conveyance by special messenger the mileage fees specified in this Warrant in the case of a packet conveyed wholly by special messenger.

Provided always that where a part express packet is conveyed by special messenger in London from the office from which postal packets are usually delivered to the place of address of such express packet, the mileage fee shall not in any case exceed threepence.

Extra distance fees.

52. In the following cases, that is to say :—

(1.) Where no public conveyance is available, and

- (a) an express packet is addressed to a place more than three miles from the post office from which the packet is to be delivered ; or
- (b) the packet exceeds 5 pounds in weight, and is addressed to a place more than two miles from such post office, or
- (c) the packet exceeds 15 pounds in weight, and

(2.) Where the packet exceeds 20 pounds in weight, and

(3.) Where the sender desires such conveyance,

the packet shall be conveyed by a hackney carriage (hereinafter called a "cab") or any other special conveyance, and there shall be charged and paid, in addition to any other sums payable in respect of such packet, the amount paid by the Postmaster-General for such cab or special conveyance.

Delivery of several packets by same messenger.

53. Where two or more packets are handed in for delivery by the same messenger, such packets shall, for the purposes of the last preceding rule, be deemed to be one packet of the aggregate weight of such packets.

Packets for different addresses delivered by same messenger.

54. Subject to the provisions of this Warrant—

Where two or more express packets addressed to different addresses are, at the request of the sender, delivered by the same special messenger, there shall be charged thereon—

(1.) In respect of the express packet which the messenger last delivers, the full mileage fees chargeable under

this Warrant, the distance of the place of delivery from the express delivery office being calculated along the whole route actually traversed by the messenger.

- (2.) In respect of each other of such express packets, in lieu of all other mileage fees, the sum of one penny.

Provided always that a sender shall not be entitled to require that any number of express packets exceeding ten, or weighing collectively more than twenty pounds, be delivered by the same special messenger.

55. Where two or more part express packets are delivered by the same special messenger at the same address, and the mileage fees payable thereon are not fully prepaid, the Postmaster-General may (without prejudice to the general power of remission conferred by this Warrant) remit any sum payable in respect of the deficiency in such fees; provided that the following sums at least shall be paid by the addressee of such postal packet, that is to say, the full mileage fees on one of such packets, and the sum of one penny on each other of such packets.

Part express packets delivered by same messenger at same address.

56. If the addressee of an express packet requires the messenger to convey an express packet by way of reply or further service (herein-after called a "return express packet"), and the place of address of the return express packet is situate on the messenger's return route or at a distance not exceeding half a mile from the express delivery office from which the original postal packet was delivered, there shall be charged and paid in respect of such return express packet one half only of the mileage fees payable.

Reply or further service.

57.—(1.) All mileage fees, postage, and other sums payable in respect of express packets posted by being handed to an officer on duty at a post office shall be prepaid.

Payment of express fees, &c.

(2.) Mileage fees, postage, and other sums (other than cab fares and payments for some special means of expedition) payable on a return express packet, need not be prepaid, but such postage and fees shall nevertheless be payable by the sender of such packet in case the addressee thereof refuses to pay the same.

(3.) All mileage fees, postage, and other sums payable in respect of a part express packet posted in the ordinary course of post shall, so far as possible, be prepaid, and any deficiency therein shall be payable by the sender in case the addressee refuses to pay the same. But—

- (i) The Postmaster-General may forward the packet as an express packet, although the full sums chargeable thereon are not prepaid; and

- (ii) The Postmaster-General may, if at least one half of such sum is not prepaid, forward the packet, not as an express packet, but in the ordinary course of post.

Provided nevertheless that in no case shall the Postmaster-General be bound to deliver any express packet not fully prepaid, unless the addressee pays all sums due and payable thereon.

Waiting fees.

58.—(1.) When, with a view to the conveyance of a return express packet, the addressee of an express packet detains a messenger more than ten minutes from the time of delivery of such packet, the addressee shall pay to such messenger the following fees or sums (herein-after called "waiting fees"), that is to say:—

For the first quarter of an hour or any part thereof reckoned from the expiration of such ten minutes, twopence, and

For every subsequent quarter of an hour, or less period, beyond a complete quarter of an hour, twopence.

(2.) All waiting fees shall be payable whether the messenger who has been detained is eventually required to convey a return express packet or not, and where a messenger is so required, the waiting fees payable as aforesaid shall be paid to such messenger before he conveys the return express packet.

Delivery of packets for addressee.

59.—(1.) Subject to the provisions of this Warrant, a postal packet may be conveyed and delivered by special messenger at the request of the addressee, and a packet so conveyed shall be included in the term "part express packet" as used in this Warrant.

(2.) Where the addressee of a postal packet desires that such packet shall be delivered by a special messenger, he shall give notice in that behalf to the post office from which such postal packet would in the ordinary course of post be delivered (hereinafter referred to as "the delivery office").

(3.) Such notice shall be in a form to be prescribed by the Postmaster-General, and shall be delivered at the delivery office at such time as may be prescribed by the Postmaster-General.

(4.) Where one packet only is delivered at the request of the addressee, there shall be charged thereon full mileage fees.

(5.) Where two or more packets are delivered at the request of the addressee, there shall be charged thereon—

- (a) in respect of one of such packets full mileage fees ;
- (b) in respect of all other such packets, in lieu of all other express fees, the sum of one penny for any

number of packets not exceeding ten, and an additional sum of one penny for every ten packets or smaller number in excess of ten or any multiple of ten.

60. The provisions of this Warrant relating to the compulsory registration of postal packets containing coin, jewellery, or watches, shall not apply to an express packet conveyed by special messenger throughout its whole course in the post.

Exemption of express packets from compulsory registration.

61. Subject to the provisions of this Warrant as to express delivery, all express packets shall be forwarded, conveyed, and delivered in all respects subject to the provisions of the Acts, Warrants, and Regulations in force for the time being in relation to inland postal packets, so far as the same are applicable.

Application of general provisions to express packets.

Registration.

62. Subject to the provisions of this Warrant, any postal packet may be registered.

Postal packets may be registered.

63. The following rules shall apply to the registration of postal packets :—

Rules as to registration.

(1.) The packet must be posted by—

- (a) being handed for registration to an officer on duty at a post office; or
- (b) being handed for registration to a rural postman when on duty on his outward or inward walk, or to some other officer of the Post Office authorised to receive packets for registration though not on duty at a post office.

(2.) All sums chargeable on the registration of the packet, and all postage chargeable thereon, must be prepaid at the time of posting.

(3.) On the posting of the packet a certificate of posting, bearing thereon an acknowledgment that the registration fee has been paid, must be obtained. This certificate must be filled up and signed by the officer of the Post Office receiving the packet.

64. For the registration of postal packets there shall be charged and paid the following sums; that is to say :—

Registration fees.

- (1.) When the packet is registered by being handed to an officer of the Post Office authorised to receive the same, though not on duty at a post office, or when the packet is registered at a post office before the expiration of the time appointed for the registration at such post office (without extra fee) of postal packets intended to be forwarded by the next despatch therefrom, the sum of twopence (hereinafter called "the ordinary registration fee").

(2.) When the packet is registered at a post office after the expiration of the time appointed for the registration at such post office (without extra fee) of postal packets intended to be forwarded by the next despatch therefrom, but within such further time (if any) as the Postmaster-General may from time to time provide with reference to such office, such extra sum, in addition to the ordinary registration fee, as the Postmaster-General may prescribe. Provided that—

- (a) in the case of the chief or head post office in London such sum shall not exceed one shilling; and
- (b) in the case of any other post office such sum shall not exceed fourpence.

Compulsory
registration
of certain
packets.

65. All postal packets on which, or on the envelope or cover of which, the word "registered," or any other word, phrase, or mark conveying the impression that the packet is registered or intended to be registered, is written or impressed, or which contain coin, jewellery, or watches (all which packets are hereinafter called "postal packets subject to compulsory registration"), shall be registered, and if found in that post unregistered may be detained for the purpose of registration, at any post office through which they shall pass, until the ordinary despatch of packets next after that by which such packets ought otherwise to have been forwarded.

Registration
fee on packets
compulsorily
registered.

66. If any postal packet which is subject to compulsory registration shall be posted without registration, such packet shall be charged with a registration fee of fourpence in addition to all other postage payable thereon, but the stamps (if any) which may have been affixed to such postal packet shall be accepted in payment or part payment as the case may be of such registration fee and such other postage as aforesaid.

Registration
of certain
letters found
open in the
post or un-
deliverable.

67.—(1.) With regard to—

- (i) any letter or parcel found open in the post or which cannot be delivered for want of a true direction, or by reason that the addressee is dead, or cannot be found, or has refused the same, or has refused or neglected to pay any charges thereon, or for any other sufficient reason; and
- (ii) any halfpenny packet, newspaper, or packet of newspapers,

the following provisions shall apply; that is to say:—

Where any such postal packet is found to contain—

- (a) a postal order not crossed to a banker in which the name of the payee has not been inserted in accordance with the direction on such order;
- (b) any cheque or dividend warrant which is not crossed to a banker or made payable to order;

Inland Post :—Compensation for Loss and Damage. 27

(c) any bank note ;

(d) any postage stamps ;

(e) any other article (except coin, watches, or jewellery)

of a value (in each case) exceeding ten shillings, such postal packet shall be registered and shall be forwarded to the addressee or tendered to the sender thereof (as the case may be) charged with the ordinary registration fee.

(2.) Where upon tender of such postal packet to the addressee or sender thereof, he refuses or fails to pay the charges to which the same has become liable by law, such packet may be dealt with or disposed of in such manner as the Postmaster-General may, in his discretion, direct or authorise.

Certificates of Posting and Delivery.

68.—(1.) Subject to such rules as the Postmaster-General may from time to time prescribe, the Postmaster-General may, at the request of the sender of a postal packet, give the sender a certificate of the posting of such postal packet. Certificate of posting and fee therefor.

(2.) In the case of a parcel such certificate shall be given free of charge.

(3.) In the case of a registered postal packet no charge shall be made for such certificate over and above the registration fee.

(4.) In the case of a postal packet (other than a parcel) which is not registered, the sum or fee of one penny shall be payable for such certificate, and shall be prepaid by the sender of the postal packet.

69. Subject to such rules as the Postmaster-General may from time to time prescribe, the Postmaster-General may, at the request of the sender of a registered postal packet and on prepayment by such sender of the sum or fee of twopence, obtain and forward to such sender an acknowledgment or certificate of the delivery of the postal packet at the place to which the said packet is addressed. Certificate of delivery and fee therefor.

Compensation for Loss and Damage.

70.—(1.) Subject to the provisions of this Warrant, if any article of pecuniary value enclosed in, or forming part of, a registered postal packet, be lost or damaged whilst in the custody of the Postmaster-General, the Postmaster-General may pay to any person or persons who may, in the opinion of the Postmaster-General, establish a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances), such sum as he may think just ; provided that— Registered packets.

(a) If only the postage and registration fee payable in respect of the said postal packet have been paid by the sender, the sum paid by way of compensation shall not exceed the sum of five pounds ;

(b) If in addition to the postage and registration fee as aforesaid, a compensation fee of one of the amounts specified in the first column of the first schedule

hereto (and no more) is paid in respect of such postal packet, the sum paid by way of compensation shall not exceed the sum specified in the second column of the said first schedule opposite the amount of the compensation fee paid.

(2.) The compensation payable in respect of a registered parcel shall be in substitution for, and not in addition to, any compensation which would have been payable under this Warrant in case the parcel had not been registered.

Parcels.

71. If any article of pecuniary value enclosed in, or forming part of, a parcel be lost or damaged whilst in the custody of the Postmaster-General, the Postmaster-General may pay to any person or persons who may, in the opinion of the Postmaster-General, establish a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances), such sum, not exceeding two pounds, in respect of such parcel as he may think just.

Express packets.

72. If any article of pecuniary value enclosed in, or forming part of, an express packet, which is conveyed by special messenger throughout its whole course in the post, and is not registered, be lost or damaged whilst in the custody of the Postmaster-General, the Postmaster-General may pay to the person or persons who may, in the opinion of the Postmaster-General, establish a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances), such sum not exceeding two pounds in respect of such packet as he may think just.

Packets posted irregularly.

73. If any postal packet which is subject to compulsory registration shall be posted without registration, no claim to compensation will be considered by the Postmaster-General to arise in respect of the loss or damage (if any) of any article enclosed in or forming part of such packet.

Miscellaneous.

Variation of route for certain packets.

74. Where any postal packet, from its size, weight, character, or condition, is, in the opinion of the Postmaster-General, unfit for transmission by the route by which such packet would ordinarily travel in the post, such packet may be detained and forwarded by such other route as the Postmaster-General thinks fit.

Other postal packets not to interfere with letter post.

75. Where the despatch or delivery from a post office of letters would be delayed by the despatch or delivery therefrom at the same time of halfpenny packets or postcards, such packets or cards, or any of them, may be detained in the post office until the despatch or delivery next following that by which they would ordinarily be despatched or delivered.

Compensation may be paid out of aids provided by Parliament.

76. The Postmaster-General may give effect to the provisions of this Warrant as to the loss or damage of articles enclosed in or forming part of registered postal packets, express packets and parcels, out of such aids or supplies as

may be from time to time provided and appropriated by Parliament for that purpose, but nothing contained in or done under or in pursuance of this Warrant shall render him liable, either personally or in his official capacity, to any action or other legal proceeding in respect of, or in consequence of, any such loss or damage; and the decision of the Postmaster-General on all questions arising between him and any person claiming payment in respect of the loss or damage of any article enclosed in or forming part of a registered postal packet, express packet or parcel, shall be final and conclusive.

77. The Postmaster-General may, in any case in which he may consider it just or reasonable so to do, remit any postage or any sum made payable under this Warrant.

Remission of postage.

78. Any postal packet which is posted in contravention of the provisions of this Warrant, whether as regards the nature of its contents, the mode of posting, or otherwise, may, subject to and consistently with the special provisions of this Warrant, be either returned or given up to the sender thereof, or dealt with or disposed of in such other manner as may be authorised by the Postmaster-General.

Treatment of postal packets posted in contravention of Warrant.

Supplementary.

79. In this Warrant—

Definitions.

“Letter.”

- (1.) The expression “letter” means any postal packet which is not a postcard, halfpenny packet, newspaper, or parcel.

“Postcard.”

- (2.) The expression “postcard” means a card of the authorised dimensions bearing either an impressed or an adhesive stamp denoting a rate or duty of postage, and, except where the context otherwise requires, includes a “reply postcard.”

“Official Postcard.”

- (3.) The expression “official postcard” means a postcard issued by the Postmaster-General.

“Private Postcard.”

- (4.) The expression “private postcard” means any card other than an official postcard which is tendered for transmission by post as a postcard.

“Reply Postcard.”

- (5.) The expression “reply postcard” means a postcard in two parts, connected together, and of such a character that the person receiving the same through the post may, without farther payment, again transmit one part of such card through the post; and the expression “return half” means the part of such

reply postcard used, or intended to be used, for the purpose of a reply.

"Halfpenny Packet."

(6.)—(A) The expression "halfpenny packet" means a packet not exceeding two ounces in weight which consists of or contains one or more of the following articles or documents, that is to say:—

- (a) Books and other publications or works of a literary character, whether containing written dedications or not, and any other written or printed matter not being in the nature of a letter (on paper or on some substance ordinarily used for writing or printing).
- (b) Sketches, drawings, paintings, photographs, and engravings on paper or on some substance ordinarily used for the purpose, provided it is not a brittle or exceptionally fragile substance.
- (c) Maps, plans and charts, on paper or some other substance ordinarily used for the purpose, provided it is not a brittle or exceptionally fragile substance.
- (d) The binding or mounting of any article herinbefore described, provided such binding or mounting be of a kind ordinarily used for the purpose, be not made of glass, or any brittle or exceptionally fragile substance, and be transmitted in the same packet with the article in respect of which it is used.
- (e) The following documents, whether containing matter in the nature of a letter or not, provided they respectively conform to the following conditions:—

Description of Document.	Conditions.
Invoices, orders for goods, advice notes of the despatch or receipt of goods or money, way-bills, bills of lading, receipts for goods or money, statements of account, prices current, market reports.	<p>That nothing shall appear in writing on the document except:</p> <ul style="list-style-type: none"> (1) Dates. (2) The names and addresses of the parties. (3) The particulars and prices of goods, or the particulars of sums of money. (4) Index or reference numbers and letters. (5) The mode of consignment of goods or money. (6) Consignment, shipping, and forwarding marks. (7) The terms on which business is transacted. (8) Formulas of courtesy or of a conventional character not exceeding five words or initials, in general use in commercial transactions.

Description of Document.	Conditions.
Circulars, that is, printed notices and letters.	<p>That nothing shall appear in writing except :</p> <ol style="list-style-type: none"> (1) Corrections of errors in the print. (2) The date of despatch. (3) The name, address, and description of the person or persons by and to whom the circular is sent. (4) Index or reference numbers and letters. (5) The time, place, and objects of a meeting or appointment. (6) In the case of a polling card, the name and address of the voter, and his number on the register.
Printed visiting cards, printed invitation cards or letters, Christmas, New Year, Easter, and birthday cards.	<p>That they conform to the conditions herein prescribed for circulars, except that there may be added in writing formulas of courtesy or of a conventional character not exceeding five words or initials, in current use in social intercourse.</p>
Manuscript for press and printed proofs, including information for insertion in directories and similar publications, with corrections and instructions.	<p>That any written matter not forming part of the document itself refer solely to the arrangement or correction of the type, or the execution of the work.</p>
Educational exercises and examination papers, with comments, corrections and instructions.	<p>That any written matter not forming part of the document itself refer solely to the subject matter of the exercise, or to the questions put, or the answers thereto.</p>
Papers impressed for the use of the blind.	
Deeds, agreements, proposals and policies of assurance, powers of attorney, proxy papers, voting papers, certificates, and licenses.	<p>That nothing appear in the document in writing which does not form part of the document as a legal instrument.</p>
Notices issued by officers of a court of justice, and reports or returns made by or to officers of a court of justice and other public officers and by or to local authorities and other public bodies and their officers in the discharge of their public duties.	<ol style="list-style-type: none"> (1) That the document consist of a printed form. (2) That any written matter on such document consist merely of information or statements appropriate to the form and necessary to the completion of the document.

(f) Anything necessary or convenient for the safe transmission of any of the before-mentioned articles by post when transmitted in the same packet with the article in respect of which it is so used.

(B) Any two or more documents coming within the definition of a half-penny packet may appear on the same sheet of paper, provided they are kept wholly distinct from one another.

- (C) In this definition expressions referring to print or printing shall be taken to refer to any species of type-printing easy to recognize, and to include lithography, hand-stamping, or any mechanical process ordinarily used to produce a number of identical copies of written matter, and easy to recognize; and in relation to circulars shall also be taken to include type-printing after the fashion or in imitation of type-writing, and also the reproduction of type-writing by the Mimeograph or any other mechanical process ordinarily used to produce a number of identical copies of written matter.

Expressions referring to writing shall be taken to include type-writing or any mechanical or other process ordinarily used to produce a single document.

"Newspaper."

- (7.) The expression "newspaper" means and includes—
- (a) a newspaper and any supplement thereto as respectively defined by the Post Office Act, 1870, as amended by the Post Office (Newspaper) Act, 1881, and by the Post Office Act, 1891;
 - (b) a publication which is within the definition aforesaid in all respects save as regards the proportion of advertisements to other matter, and which was stamped as a newspaper before the 15th day of June, 1855.

"Parcel."

- (8.) The expression "parcel" means a postal packet which is posted as a parcel in accordance with the provisions of this Warrant or any Warrant amending the same.

"Postal Packet."

- (9.) The expression "postal packet" means and includes any letter, postcard, reply postcard, halfpenny packet, newspaper, and parcel.

"Inland."

- (10.) The expression "inland," when used in relation to any postal packet or any description thereof, means posted within the United Kingdom and addressed to some place in the United Kingdom.

"United Kingdom."

- (11.) The expression "United Kingdom" includes the Channel Islands and the Isle of Man.

"Express Delivery Office."

- (12.) The expression "Express delivery office," means any post office from time to time authorised by the Postmaster-General for the reception of postal packets for conveyance by special messenger.

"Re-direction."

- (13.) The expression "re-direction" as applied to a postal packet includes re-posting.

"Paper Money."

- (14.) The expression "paper-money" means—

- (a) notes of the Banks of England and Ireland, or of any bank of issue in the United Kingdom, and notes current in any British possession or foreign state ;
- (b) money orders and postal orders ;
- (c) unobliterated postage or revenue stamps, whether embossed or adhesive ;
- (d) exchequer bills, bank post bills, bills of exchange, promissory notes, cheques, credit notes, which entitle the holder to money or goods, and all orders and authorities for the payment of money, whether negotiable or not ;
- (e) bonds, coupons, and securities for money, whether negotiable or not.

"Fictitious Postage Stamp."

- (15.) The expression "fictitious postage stamp," means any facsimile or imitation or representation of any stamp for denoting any rate or duty of postage, whether of the British Isles, or of any of His Majesty's colonies or possessions, or of any foreign country.

80. The provisions of this Warrant shall be deemed to apply exclusively to inland postal packets, except where it is in this Warrant otherwise expressly provided.

Warrant to apply to inland postal packets only.

81. The Warrants made respectively by the Commissioners of His Majesty's Treasury, and by His Majesty's Postmaster-General, and mentioned in the second schedule to this Warrant, shall be repealed, revoked, and annulled on and as from the day upon which this Warrant comes into operation. Provided that—

Repeals.

- (1.) Where any provision of any Warrant not comprised in the said schedule has been repealed by any Warrant hereby repealed, such repeal shall not be affected by the repeal effected by this Warrant.

(2.) The repeal by this Warrant of any Warrant shall not affect—

- (a) any thing done or suffered before this Warrant comes into operation; or
- (b) any legal proceeding commenced before this Warrant comes into operation in pursuance of any Warrant hereby repealed, and any such legal proceedings may be carried on and completed as if this Warrant had not been made.

Commence-
ment of
Warrant.

82. This Warrant shall come into operation on the First day of January, One thousand nine hundred and four.

Short Title.

83. This Warrant may be cited as "The Inland Post Warrant, 1903."

Dated this 11th day of December, 1903.

H. W. Forster,
Balcarres,

Two of the Commissioners of His
Majesty's Treasury.

Stanley,

His Majesty's Postmaster-General.

The First Schedule.

Compensation Fee.		Maximum Compensation.		
<i>s.</i>	<i>d.</i>	<i>£</i>	<i>s.</i>	<i>d.</i>
0	1	10	0	0
0	2	20	0	0
0	3	30	0	0
0	4	40	0	0
0	5	50	0	0
0	6	60	0	0
0	7	70	0	0
0	8	80	0	0
0	9	90	0	0
0	10	100	0	0
0	11	110	0	0
1	0	120	0	0

*The Second Schedule.**Warrants Repealed.*

Inland Post Warrant, 1900.*

Inland Post Amendment (No. 1) Warrant, 1900.†

*The Third Schedule.**Acts and Warrant relating to Re-direction of Seamen's, Soldiers', and Officers' Letters.*

Short Title of Act.	Year and Chapter of Act.	Date of Warrant.
Post Office (Duties) Act, 1840 -	3 and 4 Vic. c. 96 - -	16th July, 1885.‡
Post Office (Duties) Act, 1847 -	10 and 11 Vic. 85 - -	—
Post Office (Duties) Act, 1860 -	23 and 24 Vic. c. 65 -	—

B. Foreign and Colonial Post.

(i.) *Postal Packets other than Parcels* p. 35. | (ii.) *Parcel Post*, p. 59.

(i.) Postal Packets other than Parcels.**TREASURY WARRANT DATED MAY 1, 1868, EXTENDING THE SOLDIER'S PRIVILEGE TO ARMY SCHOOLMISTRESSES.§**

Whereas by an Act of Parliament passed in the fourth year of the reign of Her Majesty, chapter 96,|| for the regulation of the duties of postage, power is given to the Postmaster-General to remit any of the rates of British postage or inland postage for the time being payable by law on the transmission of post letters, newspapers, or other printed papers, to such extent as the Lords of the Treasury shall from time to time direct; and power is also given to the Commissioners of Her Majesty's Treasury from time to time, by Warrant under their hands, to alter and fix any of the rates of British postage or inland postage payable by law on the transmission by the post of foreign or colonial letters or newspapers, or of any other printed papers, and to subject the same to rates of postage according to the weight thereof and a scale of weight to be

* Printed in Statutory Rules and Orders, 1900, pp. 625-651.

† Printed in Statutory Rules and Orders, 1901, p. 328.

‡ Printed at p. 38 below.

§ This Warrant, although in terms it applies to Inland Post, has now only practical operation in relation to Foreign and Colonial post.

|| The Post Office (Duties) Act, 1840.

contained in such Warrant, and from time to time by Warrant as aforesaid, to alter or repeal any such altered rates, and make and establish any new or other rates in lieu thereof, and from time to time, by Warrant as aforesaid, to appoint at what time the rates which may be payable are to be paid ; and it is provided that the power thereby given to alter and fix rates of postage should extend to any increase or reduction or remission of postage.

And whereas further powers are given to the Commissioners of Her Majesty's Treasury, by another Act of Parliament passed in the eleventh year of the reign of Her Majesty, chapter eighty-five,* for giving further facilities for the transmission of letters by post, and for the regulating the duties of postage thereon, and for other purposes relating to the post office.

And whereas it is expedient to reduce the rates of British postage now chargeable upon certain letters transmitted by the post, and to make certain regulations with regard thereto, in the manner herein-after mentioned and set forth.

Now we, the Commissioners of Her Majesty's Treasury, in exercise of the power or authority in us for such purpose vested in and by the said recited Acts, or either of them, and of all other powers enabling us in this behalf, do, by this Warrant under the hands of two of us the said Commissioners (by the authority of the statute in that case made and provided), order and direct as follows :—

1. Every schoolmistress in Her Majesty's army, whether at home or abroad, whilst actually employed in Her Majesty's service, may both send and receive letters not exceeding half an ounce in weight by the post on her own private concerns, at a postage of one penny for each letter.

2. With respect to letters sent by such schoolmistress the following conditions shall be observed (that is to say) :—

The postage of each letter (unless sent from parts beyond the seas as herein-after mentioned) shall be paid, or the letter if posted within the United Kingdom shall be duly and properly stamped on being put into a post office established under the authority of the Postmaster-General, and upon such letter shall be superscribed the name of the writer and her class, or description in the regiment, corps, or detachment to which she shall belong ; and upon every such letter there shall be written in the handwriting of and signed by the officer having at the time the command of the regiment, corps, or detachment to which the schoolmistress belongs, the name of such officer, and the name of such regiment, corps, or detachment.

3. With respect to letters received by the post by any such schoolmistress the following conditions shall be observed :—

The postage of each letter (unless sent from parts beyond the seas as herein-after mentioned) shall be paid or the

* The Post Office (Money Orders) Act, 1848.

Foreign and Colonial Post:—Army Schoolmistresses. 37

letter if posted within the United Kingdom shall be duly and properly stamped upon putting it into a post office established under the authority of the Postmaster-General; and it shall be directed to such schoolmistress, specifying on the superscription thereof the regiment, corps, or detachment to which she shall belong; and the Deputy-Postmaster of the place to which such letter be sent to be delivered, shall not deliver such letter to any person except the schoolmistress to whom it shall be directed, or to some person appointed to receive the same by writing under the hand of the officer in command.

4. Whenever the letters sent or received by any such schoolmistress shall be sent from parts beyond the seas, without the said postage of one penny being prepaid, every such letter shall be charged to the party receiving the same with a rate of two pence.

5. Any letters received by the post under this Warrant by any such schoolmistress which may have been redirected shall not be charged any postage on or in respect of such redirection.

6. Any such schoolmistress may both send and receive letters not exceeding half an ounce in weight by private ships between the United Kingdom and places beyond the seas and between any two of Her Majesty's Colonies whether through the United Kingdom or not, on her own private concerns, at the like postage for each letter and subject to the like conditions and regulations in all respects as are herein-before mentioned in respect of letters sent and received by any such schoolmistress by the post, but whenever the letter sent or received by any such schoolmistress shall be conveyed or be intended to be conveyed by private ships the gratuities payable by law to the masters of such vessels in respect of such letters shall in all cases to be paid to the post office, in addition to such postage.

7. If in any case the conditions herein-before prescribed be not complied with the letter shall be charged with the same rates of postage as if this Warrant had not been signed.

8. All letters which shall be sent by the post under the regulations of this Warrant herein-before contained shall be subject in addition to the rates hereby fixed to the payment of any foreign postage which may be chargeable thereon except any foreign postage chargeable on or in respect of redirection on such letters received by any such schoolmistress when such letters shall have been redirected and again forwarded by the post and transmitted or sent through any foreign country.

9. The several terms and expressions herein-before used in this Warrant shall be construed to have the like meaning in all respects as they would have had if inserted in the said firstly herein-before recited Act.

10. [Article 10 was repealed by Treasury Warrant dated August 17, 1869, which last Warrant was repealed by Warrant of June 30 1892, now repealed and consolidated by Warrant of December 27, 1898, printed at p. 41 below.]

11. The Commissioners for the time being of Her Majesty's Treasury may, by Warrant under their hands, duly made at any time hereafter, alter, repeal, or revoke any of the rates or alter any of the regulations hereby made, and, may make and establish any new or other rates or regulations in lieu thereof, and from time to time may appoint at what time the rates that may be payable are to be paid.

12. This Warrant shall come into operation on the first day of July, One thousand eight hundred and sixty-eight.

Whitehall, Treasury Chambers, the first day of May, One thousand eight hundred and sixty-eight.

Henry Whitmore.
G. G. Montgomery.

TREASURY WARRANT DATED JULY 16, 1885, AS TO
RE-DIRECTION OF ARMY AND NAVY LETTERS.*

We, the Commissioners of Her Majesty's Treasury, in exercise of the powers given and reserved to us in and by the Post Office (Duties) Act, 1860,† and of all other powers enabling us in this behalf, do by this Warrant under the hands of two of us, the said Commissioners (by the authority of the statute in that case made and provided), order, direct, and declare as follows:—

1. All letters received by the post on their own private concerns by commissioned, warrant, and subordinate officers in the Navy or Her Majesty's Indian Naval Forces, and by commissioned and warrant officers in the Army or Royal Marines, or Her Majesty's Indian Military Forces, and by seamen employed in Her Majesty's Navy, and by non-commissioned officers and private soldiers in Her Majesty's Regular Forces, Militia, Colonial Corps, or Royal Marines, and by non-commissioned officers, private soldiers, and seamen in Her Majesty's Indian Military and Naval Forces, whilst respectively actually employed in Her Majesty's Service, shall be delivered to all such persons respectively free of foreign postage chargeable on or in respect of re-direction on such letters when such letters shall have been re-directed and again forwarded by the post and transmitted or sent through any foreign country.

2. Every such letter so received by the post by any non-commissioned officer, private soldier, or seaman, under or by virtue of this Warrant, must not exceed half an ounce in weight,

* This Warrant, although in terms, it applies to Inland Post, has now only practical operation in relation to Foreign and Colonial Post.

† 23 & 24 Vict. c. 55.

and the postage of every such letter (unless the same be sent from parts beyond the seas) must be paid (or every such letter if posted within the United Kingdom must be duly and properly stamped) upon putting it into a post office established under the authority of the Postmaster-General, and must be directed to every such non-commissioned officer, private soldier, or seaman, specifying on the superscription thereof the regiment, corps, or detachment, or the vessel to which he shall belong, and the postmaster of the place to which such letter shall be sent to be delivered must not deliver such letter to any person except the non-commissioned officer, private soldier, or seaman to whom it shall be directed, or to some person appointed to receive the same by writing under the hand of the officer in command, and whenever any such letter so to be received by any such non-commissioned officer, private soldier, or seaman, shall be sent from parts beyond the seas without the postage of one penny being prepaid thereon, every such letter must be charged to the party receiving the same with a rate of twopence. And whenever any such letter so to be received by any such non-commissioned officer, private soldier, or seaman shall be conveyed by private ships, the gratuities payable by law to the masters of such vessels in respect of such letters must in all cases be paid to the post office, in addition to the postage.

3. In all cases in which a letter is sent by the post on his own private concerns addressed to any commissioned, warrant, or subordinate officer in the navy, or in Her Majesty's Indian Naval Forces, or to any commissioned or warrant officer in the Army or Royal Marines, or in Her Majesty's Indian Military Forces, whilst respectively actually employed in Her Majesty's Service, and before the delivery of such letter at the place of its address, the officer to whom it shall be addressed, shall, in the execution of his duty, have removed from that place to any other place (whether at home or abroad), every such letter shall be directed to such officer at such other place, and shall be forwarded to the latter place, and any postage, British or Colonial, chargeable by law on or in respect of such re-direction shall be and the same is hereby remitted, and such officer shall not be charged with more than the postage, which would have been payable for such re-directed letter in case the same had been delivered at the place to which it was originally addressed.

4. The several terms and expressions used in this Warrant shall be construed according to the respective interpretations of the like terms and expressions contained or referred to in the Post Office (Duties) Act, 1840.*

5. This Warrant shall come into operation on the first day of August, One thousand eight hundred and eighty-five, on

* 3 & 4 Vict. c. 96.

and from which date the Warrant of the Commissioners of Her Majesty's Treasury, dated the twenty-second day of October, One thousand eight hundred and sixty, shall be repealed.

Whitehall, Treasury Chambers, the 16th day of July, 1885.

Charles Dalrymple.

Sidney Herbert.

THE POST OFFICE (SOLDIERS' AND SEAMEN'S LETTERS)
WARRANT, 1896, DATED MAY 14, 1896.

1896. No. 368.

Whereas under Section 53 of the Post Office (Duties) Act, 1840,* the seamen and soldiers therein mentioned are privileged to send and receive letters subject to the conditions in the said Act specified: and it is enacted that whenever the letters sent by any such privileged persons shall be sent from parts beyond the seas without the postage of one penny being prepaid, every such letter shall be charged to the party receiving the same with a rate of twopence.

Now we, the Commissioners of Her Majesty's Treasury, in pursuance of the Acts relating to Her Majesty's Post Office, and in exercise of all powers enabling us in this behalf, do, by this Warrant, made on the representation of Her Majesty's Postmaster-General (testified by his signing the same), order, direct, and declare as follows:—

1. This Warrant may be cited as "The Post Office (Soldiers' and Seamen's Letters) Warrant, 1896."

2. Whenever it shall appear to the satisfaction of the Postmaster-General that any such privileged persons as are herein-before referred to are employed at places beyond the seas, where they are unable conveniently to prepay the letters sent by them with the postage of one penny chargeable thereon, such letters respectively shall be charged to the party receiving the same with a rate of postage of one penny only.

3. This Warrant shall come into operation on the 22nd day of May, One thousand eight hundred and ninety-six.

Dated this 14th day of May, One thousand eight hundred and ninety-six.

H. T. Anstruther,

W. H. Fisher,

Two of the Commissioners of Her
Majesty's Treasury.

Norfolk,

Her Majesty's Postmaster-General.

* 3 & 4 Vict. c. 96.

THE FOREIGN AND COLONIAL POST WARRANT, 1898, DATED DECEMBER 27, 1898, AS AMENDED BY WARRANTS, DATED JANUARY 31,* MARCH 24,* MAY 18,* AND AUGUST 28, 1899,* MAY 22, NOVEMBER 21, AND DECEMBER 13, 1900, AND APRIL 25, 1902.*†

1898. No. 1,115, *as amended by Statutory Rules and Orders*, 1899, Nos. 17, 176, 361, and 635, *by Statutory Rules and Orders*, 1900, Nos. 343, 856, and 936, and *by Statutory Rules and Orders*, 1902, No. 352.

We, the Commissioners of Her Majesty's Treasury, in exercise of all powers given to us by the Post Office Acts, or any of them, and of all other powers enabling us in this behalf, do, by this Warrant, made on the representation of Her Majesty's Postmaster-General (testified by his signing the same), and under the hands of two of us the said Commissioners, order, direct, and declare as follows:—

Rates of Postage.

1.—(1) There shall be charged and paid on every British Letter the following rates, that is to say:—

On every letter not exceeding half an ounce in weight, one penny.

On every letter exceeding half an ounce in weight for every half ounce or fractional part of half an ounce, one penny.

(2.) A British letter means and includes—

(a) An outgoing letter posted in the United Kingdom for transmission to any country or place specified in the 2nd Schedule hereto, or to any of Her Majesty's ships of war, whether on the high seas or in any port or place outside the United Kingdom.

(b) A letter sent from any of Her Majesty's ships of war, whether on the high seas or in any port or place outside the United Kingdom, to any place in the United Kingdom, or to any country or place specified in the second schedule hereto.

(c) A letter deposited in a letter box on board a British ship, or in the hands of the commander of such ship, when on the high seas or in a port in any country or place specified in the second schedule

* These Amending Warrants are printed at length in Statutory Rules and Orders, 1899, pp. 1071-1073, 1902, pp. 326, and the Principal Warrant as amended by the first seven Amending Warrants in Statutory Rules and Orders, 1900, p. 651.

† Clause 4 of the Amending Warrant of November 21, 1900, provides for the present reprint.

hereto, for transmission to the United Kingdom or to any country or place specified in the said second schedule.

(3.) The rates fixed by this clause in relation to letters to and from Her Majesty's ships of war shall apply only to letters transmitted in closed mails to or from such ships.

Other letters.

2. There shall be charged and paid on every outgoing letter other than a British letter the following rates of postage, that is to say :—

(1.) On every letter from Constantinople or any other place in the Ottoman Empire.

If not exceeding half an ounce in weight, 40 paras in Turkish currency.

If exceeding half an ounce in weight, for every half ounce or fractional part of half an ounce, 40 paras in Turkish currency.

(2.) On every other letter—

If not exceeding half an ounce in weight, two pence halfpenny.

If exceeding half an ounce in weight, for every half ounce or fractional part of half an ounce, two pence halfpenny.

Postcards and
reply post-
cards.

3. There shall be charged and paid—

(1.) On every outgoing postcard (other than a reply post-card) the rate of postage of one penny.

(2.) On every outgoing reply postcard the rate of postage of two pence.

Open packets.

4. There shall be charged and paid on every outgoing open packet the following rates of postage, that is to say :—

For every two ounces, or fractional part of two ounces, one halfpenny.

Provided that—

(a) the minimum rate of postage on a commercial packet shall be two pence halfpenny; and

(b) the minimum rate of postage on a sample packet shall be one penny.

General Conditions.

Prohibitions.

5. There shall not be posted or conveyed or delivered by post any postal packet—

Obscene
prints, &c.

(1.) Consisting of or containing any indecent or obscene print, painting, photograph, lithograph, engraving, book, or card, or any indecent or obscene article, whether similar to the above or not, or

(2.) Having thereon or on the cover thereof any words marks or designs of an indecent, obscene, or grossly offensive character, or

(3.) Consisting of or containing—

- (a) any explosive substance,
- (b) any dangerous substance,
- (c) any filth,
- (d) any noxious or deleterious substance,
- (e) any sharp instrument not properly protected,
- (f) except with the special permission of the Postmaster-General, any living creature,
- (g) any article or thing whatsoever which is likely to injure other postal packets in course of conveyance or any receptacle in which the same are conveyed or an officer of the post office or other person who may deal with such packet, or

Explosives and dangerous or noxious articles.

(4.) Containing—

- (a) any article liable to Customs duty,
- (b) any article which by the laws of the country or place in which the packet is posted or to which the packet is addressed it is unlawful to send by post; or

Contraband.

(5.) Containing or bearing any fictitious postage stamp; or

Fictitious or used stamps

(6.) Purporting to be prepaid with any stamp which has been previously used to prepay any other postal packet or any other Revenue duty or tax, or

(7.) Having thereon or on the cover thereof any words, letters, or marks (used without due authority) which signify or imply, or may reasonably lead the recipient thereof to believe that the postal packet is sent on Her Majesty's service; or

Unauthorised marks, designs, &c.

(8.) Having thereon or on the cover thereof any words, marks or designs of a character, likely in the opinion of the Postmaster-General, to embarrass the officers of the Post Office in dealing with the packet in the post, or

(9.) Having anything written, printed, or otherwise impressed upon or attached to any part of that side of a postal packet which contains the address at which the packet is to be delivered which, either by tending to prevent the easy and quick reading of the address of the packet, or by inconvenient proximity to the stamp or stamps used in the payment of postage, or in any other way, is in itself, or in the manner in which it is written, printed, impressed, or attached,

likely, or in the opinion of the Postmaster-General, to embarrass the officers of the Post Office in dealing with such postal packet, or

(10.) Having anything written, printed, or otherwise impressed across the postage stamp thereon.

Any such postal packet if posted or tendered for conveyance by post may be detained and either returned or given up to the sender thereof or dealt with or disposed of in such other manner as may be authorised by the Postmaster-General.

Packing.

6.—(1.) Every postal packet must be made up and secured in such manner as in the opinion of the Postmaster-General is calculated to prevent injury to other postal packets in course of conveyance, or to any receptacle in which the same are conveyed, or to an officer of the post office or other person who may deal with such packet, and where the Postmaster-General has made any special rules in relation to the packing of any particular packet or article, such rules shall be observed.

(2.) If any postal packet be posted otherwise than in conformity with the provisions of this clause it shall be detained and returned or given up to the sender.

Packets not to contain others addressed to different persons at different addressees.

7.—(1.) There shall not be posted, or conveyed, or delivered by post any postal packet consisting of or containing two or more postal packets (of the same or of different descriptions) addressed to different persons at different addressees.

(2.) If any such postal packet be posted or tendered for conveyance by post, each postal packet contained therein may be forwarded to the addressee thereof charged with a distinct rate of postage according to the prepaid rates fixed by this Warrant.

Maximum weight and dimensions.

8. Except with the special permission of the Postmaster-General no postal packet shall be forwarded or delivered by post which exceeds the following respective weights and dimensions, that is to say :—

Letter.

(a) In the case of a letter,

Two feet in length, or one foot in breadth or depth.

Commercial and printed packet.

(b) In the case of a commercial or printed packet,

(1) four pounds in weight,

(2) two feet in length, or one foot in breadth or depth, or if the packet be made up in the form of a roll, thirty inches in length or four inches in diameter.

Sample packet.

(c) In the case of a sample packet,

(1) twelve ounces in weight,

(2) twelve inches in length, eight inches in breadth, or four inches in depth, or, if the packet be made up in the form of a roll, twelve inches in length or six inches in diameter.

9. Subject to the provisions of this Warrant the postage payable on every postal packet must be prepaid.

10.—(1.) The postage payable on any postal packet may be prepaid by adhesive postage stamps or, except in the case of a postcard, by the use of a stamped envelope or cover.

Mode of prepayment.

(2.) Commemorative postage stamps of temporary validity in the United Kingdom shall not be used in payment of postage on an outgoing postal packet.

(3.) Any such stamp on an incoming postal packet shall not be accepted in payment of postage.

11. Where postage is prepaid either by adhesive postage stamps or by the use of a stamped envelope or cover such postage stamps and any embossed stamp upon such envelope or cover shall be in such position as the Postmaster-General may deem convenient, having regard to the obliteration of such stamp, and generally to the mode of dealing with such letter, book packet, newspaper or parcel in the post.

Position of stamp.

12.—(1.) Any letter upon which no part, or a part only, of the postage payable thereon is prepaid shall be charged with double the amount of the deficient postage, provided that such charge shall not exceed 2*d.* per half oz. in the case of incoming letters from the countries and places mentioned in the second schedule hereto, or 5*d.* per half oz. in the case of all other incoming letters.

Letters not fully paid.

(2.) In the case of an outgoing letter from Constantinople, or any other place in the Ottoman Empire, 40 paras shall be regarded as the equivalent of 2½*d.* sterling.

13.—(1.) A postcard upon which no part or a part only of the postage payable thereon is prepaid shall be charged with double the amount of the deficient postage, provided that such charge shall not exceed the sum of 2*d.* in the case of each single card or in the case of each half of a reply card.

Postcards and reply postcards partly paid.

(2.) Where a postcard is posted in a country other than that in which such postcard is issued, any impressed stamp upon such postcard shall not be accepted in payment or part payment of postage either in the country in which the postcard is posted or in that to which it is addressed.

Postcards, not posted in country of issue.

Provided that this provision does not apply to the reply-half of a reply postcard re-transmitted to the country in which the card was originally posted.

14.—(1.) Any outgoing open packet upon which no part of the postage payable thereon is prepaid, shall be detained and returned, or given up to the sender; but if a part of the postage payable on such packet be prepaid the packet shall be forwarded charged with double the amount of the deficient postage.

Outgoing open packets not paid.

(2.) Any incoming open packet upon which no part of the postage payable thereon is prepaid, shall be detained and returned to the country of origin; but, if a part of the postage

Incoming open packets not paid.

payable on such packet be prepaid, the packet shall be forwarded charged with double the amount of the deficient postage; provided that in the case of a packet of commercial papers such charge shall not exceed 5*d.* up to a weight of 10 ozs., and 1*d.* for every 2 ozs. in excess of that weight; that in the case of a packet of printed papers such charge shall not exceed 1*d.* for every 2 ozs., and that in the case of a packet of samples such charge shall not exceed 2*d.* up to a weight of 4 ozs., and 1*d.* for every 2 ozs. in excess of that weight.

Special Conditions as to Postcards.

Address only
to be written
on stamped
side of card.

15.—(1.) No writing except the address and the sender's name and address, the words "Postcard" or "Carte Postale" and any postal directions recognised by the Postal Union Convention, and no printing except that of any of the matters aforesaid, and of engravings and advertisements shall appear on the side of a postcard which bears the impressed stamp

Nothing to
be attached
to card.

(2.) Nothing whatever shall be in any manner attached to a postcard except—

(a) a postage stamp or stamps in payment of any deficient postage or additional sum payable for registration or for acknowledgment of delivery or for express delivery; and

on the side of the card which bears the impressed stamp

(b) a gummed label, not exceeding two inches in length by three-quarters of an inch in breadth, and bearing the address at which the card is to be delivered.

(3.) For the purposes of a reply, the reply half of a reply postcard shall be severed from the other half, but subject to this provision no postcard shall be cut, or folded or otherwise altered.

Disposal of
cards not in
conformity
with Warrant.

(4.) If any postcard is sent by post otherwise than in conformity with the provisions of this clause, it shall be dealt with and charged as a letter.

Special Conditions as to Open Packets.

Conditions of
posting.

16.—(1.) Every open packet shall be subject to examination in the post, and no open packet shall contain anything sealed or otherwise closed against inspection.

(2.) Subject to the provisions of this Warrant, no open packet shall contain or bear anything of the nature of an actual and personal correspondence.

Special Conditions as to Commercial and Printed Packets.

Mode of
posting and
contents.

17.—(1.) Every commercial or printed packet shall be posted either without a cover or in an unfastened envelope, or in a cover open at both ends, and in every case such band,

envelope, or cover shall be easily removable for the purpose of examination, without breaking any seal or tearing any paper or separating any adhering surfaces.

(2.) No commercial or printed packet shall contain postage stamps whether obliterated or not, or any printed article constituting the sign of a monetary value.

(3.) No printed packet shall contain printed papers of which the text has been modified after printing, either by hand or by means of a mechanical process, or bears any marks whatever of such a kind as to constitute a conventional language;

Provided that by way of exception to this regulation the following rules shall obtain, that is to say :—

- (a) There may be indicated on the outside of the missive, the name, commercial standing, and address of the sender ;
- (b) There may be added in manuscript, on printed visiting cards, the address of the sender, his title, and any expressions of good wishes, congratulations, thanks, condolences, or other formulas of courtesy expressed in not more than five words, or by means of conventional initials ;
- (c) There may be added on Christmas and New Year's Cards the names of the sender and recipient with words of goodwill.
- (d) There may be indicated or altered in a printed paper, in manuscript or by a mechanical process, the date of despatch, the signature, and the commercial standing or profession, as well as the address of the sender ;
- (e) In printers' proofs, alterations and additions, and instructions as to printing, may be made in writing ; and in case of want of space such additions may be made on separate sheets ;
- (f) Errors in printing in printed documents other than proofs may be corrected ;
- (g) Erasures of certain parts of a printed text may be made in order to render them illegible ;
- (h) Passages of the text to which it is desired to draw attention may be made prominent by means of marks ;
- (i) In prices current, tenders for advertisements, stock and share lists, prospectuses and trade circulars, insertions or corrections of figures, of the name of a traveller, and of the place and date of his visit, may be made in manuscript, or by a mechanical process ;
- (j) In advices of the departures of ships, the dates of those departures may be indicated in manuscript ;

- (k) In cards of invitation and notices of meetings the name of the person invited, the date, the object, and the place of the gathering may be indicated in manuscript;
 - (l) In books or on sheets of music, newspapers, photographs, and engravings, a dedication may be added, and the invoice relating to any such work may be enclosed in the same packet;
 - (m) In cuttings from newspapers and periodical publications, the title, date number and address of the publication from which the article is extracted, may be added in manuscript or by a mechanical process.
 - (n) In requisitions sent to book shops (printed and open, and intended as orders for books, newspapers, engravings, or pieces of music) and in subscriptions to libraries there may be indicated on the back, in manuscript, the works required or offered, and the whole or part of the printed communications may be erased or underlined on the front;
 - (o) Fashion plates, maps, and similar sheets may be painted.
- (4.) Where printed packets contain reproductions of type-written documents produced by chromography, polygraphy, hectography, papyrography, velocigraphy, or any other similar process, such packets must be posted by being handed in at a post office prescribed by the Postmaster-General for the purpose, and such documents shall number at least 20 copies, all which copies must be precisely identical.
- (5.) If any packet of commercial papers or printed papers be posted otherwise than in conformity with the provisions of this clause, it shall be detained and returned or given up to the sender thereof.

Special Condition as to Sample Packets.

Mode of
posting and
contents.

18.—(1.) No sample packet shall contain any article of any intrinsic value or of a saleable nature or having a value of its own apart from its use as a pattern or sample.

(2.) Patterns or samples shall, when practicable, be placed in covers open at both ends and so that the same may be easily removed for the purpose of examination. Nevertheless, samples of seeds, drugs, or other articles which cannot be placed in open covers, may be enclosed in boxes or in bags of linen or other material, fastened in such a manner that they may be readily opened so as to enable the officers of the post office to satisfy themselves as to the nature of the contents.

(3.) There shall be no writing in or upon any sample packet, or in or upon the cover thereof, except the name,

address, and trade or profession of the person for whom it is intended, the name of the sender or that of his firm, a manufacturer's or trade mark and numbers, prices, and particulars relative to the weight, size, and quantity of the article to be disposed of or necessary to determine its origin and nature.

(4.) If any sample packet be posted otherwise than in conformity with the provisions of this clause, it shall be detained and returned or given up to the sender thereof.

Re-Direction.

19.—(1.) Any postal packet may be re-directed from its original address, or any substituted address, to the same addressee at any other address. Conditions of Re-direction.

(2.) Every postal packet, when re-directed, shall be chargeable with the postage which would have been payable upon the said packet, if originally addressed to the new destination.

(3.) Except where such packet was unpaid or insufficiently prepaid on its first transmission, credit shall be given on every subsequent transmission for the amount prepaid on the first transmission of such packet.

(4.) A packet shall only be considered to be re-directed under this Warrant, provided that it is re-directed on the day of its delivery at the address from which it is re-directed, or on the day next following; and in calculating the period within which a packet may be re-directed, the following days shall not be computed, that is to say :—

- (a) In England and Ireland, a Sunday, Christmas Day, Good Friday, or Bank Holiday ;
- (b) In Scotland, a Sunday, Bank Holiday, or Sacramental Fast Day of the Church of Scotland.

(5.) Where a postal packet cannot be delivered, and the sender's address is not situated in the same country as that in which the letter was posted, such letter, when returned to the sender, shall be treated as a re-directed packet.

Return of Undeliverable Halfpenny Packets.

20. With regard to any outgoing printed packet chargeable by law with a postage not exceeding one halfpenny, which is returned to a British post office by the post office of the country or place of address as being from whatever cause undeliverable, the following provisions shall apply (that is to say) :— Charge on return of outgoing halfpenny printed packets.

(1.) Where a request for the return of such packet to the sender thereof, or some person designated by him, appears on the outside of such packet (which request is hereby authorised notwithstanding anything in any other Warrant contained) such packet shall be charged with a new and distinct rate of

postage equal in amount to the prepaid rate of postage originally chargeable upon the packet, and such rate of postage shall be payable by the sender of such packet, and the packet shall upon payment of such rate of postage, and any other charges to which it has become liable, be returned to the sender thereof or to the person so designated by him as aforesaid.

(2.) Where no such request as aforesaid appears upon the packet, but where from any cause the Postmaster-General deems it expedient so to do, he may tender such packet to the sender thereof charged with a new and distinct rate of postage equal in amount to the prepaid rate of postage originally chargeable upon the packet, and the packet shall, upon payment of such rate of postage and any other charges to which it has become liable, be returned to the sender thereof.

(3.) Where no such request as aforesaid appears upon the packet, or where upon the tender of the packet to the sender thereof he refuses or fails to pay the charges to which the packet has become liable by law, the packet may be dealt with or disposed of in such manner as the Postmaster-General may in his discretion direct or authorise.

Express Delivery.

Express delivery fee on outgoing packets.

21. Upon every outgoing postal packet marked with the words "express delivery," or with such other words as may indicate the desire of the sender that the postal packet may be delivered by special messenger (which words are hereinafter referred to as an "express marking,") there shall be charged and prepaid the fee of threepence.

Delivery of incoming packets by special messenger.

22. Any incoming postal packet marked with an express marking shall, in the United Kingdom, be conveyed and delivered by special messenger, subject to the regulations and conditions for the time being in force with respect to the express delivery of inland postal packets in the United Kingdom.

Registration.

Outgoing packets may be registered.

23.—(1.) Subject to the provisions of this Warrant any outgoing postal packet may be registered.

(2.) This regulation shall not apply to any packet addressed to initials or in pencil.

Rules as to registration.

24. The following rules shall apply to the registration of postal packets :—

(1.) The packet must be posted by—

(a) delivery for registration at a post office to an officer on duty at such office ; or

(b) delivery for registration to a rural post messenger when on duty on his outward or inward walk,

or to some other officer of the post office authorised to receive packets for registration though not on duty at a post office.

(2.) All sums chargeable on the registration of the packet and all postage chargeable thereon must be prepaid at the time of posting.

(3.) On delivery of the packet for registration a certificate of posting, bearing thereon an acknowledgment that the registration fee has been paid, shall be obtained. This certificate must be filled up and signed by the officer of the post office receiving the packet.

25. For the registration of outgoing postal packets there shall be charged and paid the following sums, that is to say :— Registration fee.

(1.) When the packet is registered by delivery to an officer of the post office authorised to receive the same, though not on duty at a post office, or when the packet is registered at a post office before the expiration of the time appointed for the registration at such post office (without extra fee) of postal packets intended to be forwarded by the next despatch therefrom the sum of twopence (herein-after called the "ordinary registration fee").

(2.) When the packet is registered at a post office after the expiration of the time appointed for the registration at such post office (without extra fee) of postal packets intended to be forwarded by the next despatch therefrom, but within such further time (if any) as the Postmaster-General may from time to time provide with reference to such office, such extra sum in addition to the ordinary registration fee as the Postmaster-General may prescribe. Provided that—

- (a) in the case of the chief or head post office in London, such sum shall not exceed one shilling, and
- (b) in the case of any other post office such sum shall not exceed fourpence.

26. The sender of any outgoing registered postal packet may obtain an acknowledgment of the delivery thereof to the addressee by payment of a sum of twopence halfpenny, in addition to any postage or other sum chargeable or payable in respect thereof. Provided that this regulation shall not apply to a postal packet addressed to a country or place which does not for the time being undertake to obtain or give acknowledgments of delivery. Acknowledgment of delivery.

27.—(1) Subject to the provisions of this Warrant every outgoing postal packet marked with the word "registered," or otherwise obviously intended to be registered, but not posted in the manner prescribed by this Warrant :— Compulsory Registration.

- (a) If the registration fee thereon has been prepaid, shall be registered before the same is forwarded, and may

be detained for that purpose until the ordinary despatch of packets next after that by which such packet would otherwise be forwarded, and,

(b) If the registration fee has not been prepaid, shall be forwarded as an ordinary postal packet.

(2.) Every outgoing postal packet which contains coin, jewellery or watches, and which is addressed to a country to which such articles are transmissible by post, shall be registered, and, if posted without registration, shall be returned to the sender.

(3.) Every incoming postal packet which contains coin, jewellery, or watches, and which is not registered, shall be treated in accordance with the rules for the time being in force with respect to a similar inland postal packet in the United Kingdom.

Compensation for loss.

28. Subject to the provisions of this Warrant,—

(a) if any article of pecuniary value, enclosed in or forming part of a registered postal packet other than an insured letter, be lost whilst in the custody of the Postmaster-General, the Postmaster-General may pay to any person or persons who may in the opinion of the Postmaster-General establish a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum not exceeding 2*l.* as he may think just;

(b) if any registered postal packet other than an insured letter be lost whilst in the post, the Postmaster-General may pay to the sender, or at his request, to the addressee, of such packet a sum not exceeding 2*l.* Provided that compensation shall not be payable in respect of the same packet under both clauses of this Article.

Insurance.

29.—(1.) Any registered letter addressed to a country or place with which the Postmaster-General has for the time being an agreement for the exchange of insured registered letters may be insured.

Compensation for loss of insured letters.

(2.) If an insured letter or any article of pecuniary value, enclosed in or forming part of an insured letter, be lost or damaged, whilst in the course of conveyance by the post, under the provisions of this Warrant, the Postmaster-General may pay to any person, or to the postal administration of any British possession or foreign country, if, in his opinion, such person or administration establishes a reasonable claim to compensation (having regard in the case of a lost or damaged article to the care with which it was packed, and other circumstances), such sum as he may think just:

Provided that—

- (a) In the case of an outgoing insured letter where, in addition to the postage payable in respect of such letter, a compensation fee (which fee shall be deemed to include a registration fee), of the amount specified in the first column of the third schedule hereto (and no more) is paid in respect of such letter, the sum paid by way of compensation shall not exceed the sum specified in the second column of the said schedule.
- (b) In the case of an incoming insured letter the sum paid by way of compensation shall be such a sum not exceeding one hundred and twenty pounds, as having regard to the amount of the compensation fee in addition to the postage paid in respect of such letter, may be from time to time fixed by agreement between the Postmaster-General and the British possession or foreign country from which the letter is transmitted.

30. The following regulations shall apply to insured letters:—

(1.) The letter shall be packed and sealed in such manner as the Postmaster-General may from time to time prescribe, and shall not be addressed to initials or in pencil.

(2.) The cover of the letter shall bear an entry of the sum for which it or its contents are to be insured, which sum must not exceed the real value of the letter or its contents.

(3.) The letter shall not, without the express permission of the Postmaster-General, contain coin, any article made of gold or silver, precious stones, jewellery, or anything liable to Customs duty in the country to which the letter is addressed.

(4.) The letter shall be posted by delivery at a post office to an officer on duty at such office.

(5.) All postage chargeable on the letter must be prepaid at the time of posting, and a certificate of posting shall be obtained.

(6.) If an insured letter is re-directed to or from a country or place out of the United Kingdom a fresh compensation fee is payable, provided that no insured letters shall be re-directed to a country or place with which the Postmaster-General has not for the time being an agreement for the exchange of insured letters.

Postal Packets on British Ships.

31. The following provisions shall apply to postal packets deposited in a letter box on board a British ship or in the

hands of the commander of such ship (not being letters to which the first clause of this Warrant applies) that is to say :—

On high sea.

(1.) If such packet is deposited when the ship is on the high seas, such packet shall, with reference to the several rates of postage and to the other provisions of this Warrant (so far as such provisions are applicable), be treated as an outgoing postal packet of the same description.

In port.

(2.) If such packet is deposited when the ship is in a foreign or colonial port, such packet shall, with reference to the several rates of postage and to the other provisions of this Warrant (so far as such provisions are applicable), be treated as an incoming postal packet of the same description.

Miscellaneous.

Other postal packets not to interfere with letter post.

32. Where the despatch or delivery from a post office of letters would be delayed by the despatch or delivery therefrom at the same time of postal packets of any other description, such packets or any of them may be detained in the post office until the despatch or delivery next following that by which they would ordinarily be despatched or delivered.

Compensation may be paid out of aids provided by Parliament.

33. The Postmaster-General may give effect to the provisions of this Warrant as to the loss or damage of registered postal packets and of articles enclosed in or forming part of a registered postal packet out of such aids or supplies as may be from time to time provided and appropriated by Parliament for that purpose, but nothing contained in or done under or in pursuance of this Warrant shall render him liable either personally, or in his official capacity, to any action or other legal proceeding in respect of or in consequence of any such loss. And the decision of the Postmaster-General on all questions arising between him and any person claiming payment in respect of the loss or damage of a registered postal packet or of any article enclosed in or forming part of a registered postal packet shall be final and conclusive.

Remission of postage.

34. The Postmaster-General may in any case in which he may consider it just or reasonable so to do remit any postage or any sum made payable under this Warrant.

Supplementary.

35. In this Warrant—

Definitions.
"Letter"

(1.) The expression "letter" includes any communication in the nature of a letter.

"Postcard."

(2.) The expression "postcard" means a card recognised as a postcard in accordance with the terms of the Postal Union Convention, and (except where otherwise expressed) includes a "reply postcard."

(3.) The expression "reply postcard" means a postcard in two parts, one of which (herein-after called "the reply half") may without further payment be again transmitted through the post. "Reply post-card."

(4.) The expression "commercial packet" means a packet of papers or documents (whether printed or written) not containing anything having the character of actual and personal correspondence except so far as may be expressly allowed by this Warrant, and includes anything which may be contained in a printed packet. "Commercial packet."

(5.) The expression "printed packet" means a packet containing one or more of the following articles or documents, that is to say :— "Printed packet."

(a) Newspapers, printed books, periodicals, literary works, and pamphlets, either stitched or bound.

(b) Sheets of music, visiting cards, address cards, proofs of printing, either with or without the manuscript thereof, papers impressed with points in relief for the use of the blind.

(c) Prospectuses, announcements, and notices, whether printed, engraved, lithographed, or autographed.

(d) Pictures and drawings produced by means of a mechanical process.

(e) Engravings, photographs when not on glass or in frames containing glass, plans, maps, and catalogues; and

(f) In general all impressions or copies upon paper, parchment, or cardboard obtained by means of printing, lithography, autography, or any other mechanical process (except the copying press and the typewriter) employed for the purpose of printing and easy to recognise.

(g) Anything, not being of glass, usually attached or appurtenant to any of the before-mentioned articles in the way of binding, mounting, covering or otherwise, and anything necessary or convenient for their safe transmission by post which shall be contained in the same packet.

(6.) The expression "sample packet" means any packet consisting of trade patterns or samples of merchandise. "Sample packet."

(7.) The expression "open packet" means and includes a commercial packet, a printed packet, and a sample packet. "Open packet."

(8.) The expression "postal packet" means and includes (except where otherwise expressed) a letter, postcard, and open packet. "Postal packet."

(9.) The expression "inland," when used in relation to any postal packet or any description thereof, means posted within and addressed to the same country or place. "Inland."

- "United Kingdom."** (10.) The expression "United Kingdom" includes the Channel Islands and the Isle of Man.
- "British post office abroad."** (11.) The expression "British post office abroad" means a British post office which, though situated out of the United Kingdom, is directly under the management and control of the Postmaster-General.
- "British post office."** (12.) The expression "British post office" means and includes any post office in the United Kingdom, and any British post office abroad.
- "Outgoing."** (13.) The expression "outgoing" applied to a postal packet of any description means posted at a British post office for transmission to some country or place other than that in which such post office is situate.
- "Incoming."** (14.) The expression "incoming" applied to a postal packet of any description means received at a British post office through the post from some country or place other than that in which such post office is situate.
- "Fictitious postage stamp."** (15.) The expression "fictitious postage stamp" means any facsimile or imitation or representation of any stamp for denoting any rate or duty of postage, whether of the British Islands or any of Her Majesty's colonies or possessions, or of any foreign country.
- Application of Warrant.** 36. The provisions of this Warrant shall, except where otherwise expressed, be deemed to apply exclusively to postal packets transmitted by post in either direction between a British post office and some country or place other than that in which such post office is situate.
- Repeals.** 37. The Warrants made by the Commissioners of Her Majesty's Treasury on the representation of Her Majesty's Postmaster-General and mentioned in the first schedule to this Warrant shall be repealed, revoked, and annulled on and as from the day upon which this Warrant comes into operation.
- Provided that—
- (1.) Where any provision of any Warrant not comprised in the said schedule has been repealed by any Warrant hereby repealed, such repeal shall not be affected by the repeal effected by this Warrant.
- (2.) The repeal by this Warrant of any Warrant shall not affect—
- (a) anything done or suffered before this Warrant comes into operation; or
- (b) any legal proceeding commenced before this Warrant comes into operation in pursuance of any Warrant hereby repealed. And any such legal proceeding may be carried on and completed as if this Warrant had not been made.

Foreign and Colonial Post :—Imperial Penny Postage. 57

38. The schedules to this Warrant shall be deemed part of this Warrant.

39. This Warrant may be cited as "The Foreign and Short Title Colonial Post Warrant, 1898."

40. This Warrant shall come into operation on the first day of January, One thousand eight hundred and ninety-nine.* Commence-
ment of
Warrant.

Dated this 27th day of December, 1898.

Date.

*Stanley,
W. H. Fisher,*

Two of the Commissioners of Her
Majesty's Treasury.

Norfolk,
Her Majesty's Postmaster-General.

The First Schedule.

WARRANTS REPEALED.

Short Title.	Date.
Foreign and Colonial Post Warrant, 1892 † . . .	1892, June 30.
Foreign and Colonial Post Warrant, 1892, Amendment Warrant (No. 1) † . . .	1893, July 3.
Foreign and Colonial Post Amendment (No. 2) Warrant, 1895 § . . .	1895, May 6.
Foreign and Colonial Post Amendment (No. 3) Warrant, 1898 . . .	1898, December 22.

* The various Amending Warrants (*see* heading) took effect at various dates.

† Printed in Statutory Rules and Orders, 1892, pp. 714 to 730.

‡ Printed in Statutory Rules and Orders, 1893, p. 471.

§ Printed in Statutory Rules and Orders, 1895, p. 610.

|| Statutory Rules and Orders, 1898, No. 1113.

The Second Schedule.

Aden.
 Ascension.
 Bahamas.
 Barbados.
 Bermuda.
 British Central Africa.
 British East Africa.
 British Guiana.
 British Honduras.
 British North Borneo.
 Canada.
 Cape Colony.
 Ceylon.
 China (British Postal Agencies).
 Cyprus.
 Falkland Islands.
 Fiji Islands.
 Gambia.
 Gibraltar.
 Gold Coast Colony.
 Hong Kong.
 India (British).
 Jamaica.
 Johore.
 Labuan.
 Lagos.
 Leeward Islands, viz. :—
 Antigua.
 St. Kitts.
 Nevis.
 Dominica.

Montserrat and the
 Virgin Islands.
 Malay States (Federated) viz. :—
 Perak.
 Selangor.
 Negri-Sembilan, and
 Pahang.
 Malta.
 Mauritius.
 Natal.
 New Zealand.
 Newfoundland.
 Niger Coast Protectorate.
 Niger Territory.
 Orange River Colony.
 St. Helena.
 Sarawak.
 Seychelles.
 Sierra Leone.
 Straits Settlements.
 Transvaal.
 Trinidad and Tobago.
 Turk's and Caicos Islands.
 Uganda.
 Windward Islands, viz. :—
 Grenada.
 St. Lucia and
 St. Vincent.
 Zanzibar.

The Third Schedule.

Compensation Fee.	Maximum Compensation.
<i>s. d.</i>	<i>£ s. d.</i>
0 5	12 0 0
0 7½	24 0 0
0 10	36 0 0
1 0½	48 0 0
1 8	60 0 0
1 5½	72 0 0
1 8	84 0 0
1 10½	96 0 0
2 1	108 0 0
2 8½	120 0 0

* China (British Postal Agencies) was added by the Warrant of 1902.

(II.) Parcel Post.**THE FOREIGN PARCELS (CUSTOMS) WARRANT 1885,****DATED JUNE 8, 1885.**

Whereas by our Warrants bearing date respectively the fourteenth day of April One thousand eight hundred and eighty-five,* and the eighth day of June, One thousand eight hundred and eighty-five,† regulations have been made providing for the conveyance by post of parcels between the United Kingdom as therein defined, and British India as therein also defined, and Gibraltar, and regulations may hereafter be made providing for the like conveyance of parcels between the United Kingdom and others of Her Majesty's colonies, possessions, and dependencies beyond the seas and foreign countries respectively.

We, the Lords Commissioners of Her Majesty's Treasury, in exercise of the powers conferred on us by the fourteenth section of the Post Office (Parcels) Act, 1882,‡ and of all other powers enabling us in this behalf, do by this Warrant, made on the recommendation of the Commissioners of Her Majesty's Customs and of Her Majesty's Postmaster-General (testified by their respectively signing the same), order, direct, and declare as follows :—

1. Every parcel posted in any British colony, possession, or dependency, or in any foreign country intended to be delivered at any place in the United Kingdom, and every parcel posted in the United Kingdom and intended to be delivered in any British colony, possession, or dependency, or in any foreign country, shall be accompanied by, or have affixed to it, a declaration of such kind, and stating the contents of the parcel in such manner and form, and with such other particulars as the Commissioners of Customs and the Postmaster-General may prescribe.

2. Every parcel shall either at the port of departure from or of arrival in the United Kingdom as the case may be or at such other place as the Commissioners of Customs and the Postmaster-General shall direct, be produced by an officer appointed in that behalf by the Postmaster-General to the proper officer of Customs, and if the officer of Customs require it shall be thereupon opened by the officer of the post office who is hereby empowered and authorised to open the same for Customs examination ; and in any case where the contents of a parcel are found not to agree with the declaration which accompanies or is affixed to it, such parcel and all its contents shall be deemed to be goods dealt with contrary to the Customs

* Published in "London Gazette," April 24, 1885, p. 1856.

† Published in "London Gazette," June 12, 1885, p. 2683.

‡ 45 & 46 Vict. c. 74.

Acts, and shall be sent to the Queen's Warehouse at the Custom House, London, or to such other place as the Commissioners of Customs may appoint for that purpose.

3. The officer aforesaid of the post office shall deliver to the proper officer of the Customs such entries of the contents or such other documents as the Commissioners of Customs shall prescribe.

4. If the addressee of a parcel addressed to the United Kingdom refuses to pay any duty payable under the Customs Acts in respect of the goods contained in such parcel, the Postmaster-General may retain the parcel, and may either pay to the Commissioners of Customs the duty payable, and recover the same from the addressee or other person liable to pay the same, in the same manner as if such duty were a rate of postage, or may, at the expiration of seven days from the day on which such parcel was presented at the place of address, send the parcel to the Queen's Warehouse at the Custom House, London, or to such other place as the Commissioners of Customs shall appoint for that purpose.

5. Any parcel sent by the Postmaster-General to the Queen's Warehouse or other place appointed as aforesaid, under the provisions of this Warrant, together with all goods contained therein, shall be treated as goods dealt with contrary to the Customs Acts.

6. The duties payable on goods contained in any parcel to which this Warrant applies, and which may not be sent to the Queen's Warehouse or other appointed place as aforesaid, shall be paid over by the Postmaster-General to the Commissioners of Customs or their proper officers, or shall be transferred to the account of the said Commissioners at the Bank of England, at such times and in such manner as shall be from time to time agreed upon between the two departments.

7. This Warrant shall come into operation on the day after the day of its publication in the "London Gazette."*

Dated this eighth day of June, One thousand eight hundred and eighty-five

*Herbert J. Gladstone,
R. W. Duff.*

Two of the Commissioners of Her
Majesty's Treasury.

*Charles du Cane.
Fredk. Romilly.*

Two of the Commissioners of Her
Majesty's Customs.

G. J. Shaw-Lefevre.

Her Majesty's Postmaster-General.

* This Warrant was gasetted June 12th, 1885.

**TREASURY WARRANT, DATED DECEMBER 2, 1889, AS TO TRANSIT
PARCELS IN OPEN MAILS. (CUSTOMS REGULATIONS.)**

We the Commissioners of Her Majesty's Treasury (herein-after referred to as the Treasury), in pursuance of the fourteenth section of the Post Office (Parcels) Act, 1882,* and of all other Acts relating to Her Majesty's post office, and in exercise of all powers enabling us in this behalf, do by this Warrant, made on the representation of the Commissioners of Her Majesty's Customs and Her Majesty's Postmaster-General (testified by their signing the same), order, direct, and declare, as follows :—

1. The provisions of the Warrant of the 8th June, 1885,† made by the Treasury on the representation of the Commissioners of Her Majesty's Customs and Her Majesty's Postmaster-General, shall (so far as they are applicable) apply to all parcels transmitted by post in open mails (a *découvert*) by way of the United Kingdom between any British colony, possession, or dependency, or any foreign country, and any other British colony, possession or dependency, or foreign country.

2. This Warrant shall come into operation on the day after the date of its publication in the "London Gazette."‡

Dated the second day of December, One thousand eight hundred and eighty-nine.

Sidney Herbert.

W. H. Walrond.

Two of the Commissioners of Her
Majesty's Treasury.

Herbert H. Murray.

Horace Seymour.

Two of the Commissioners of Her
Majesty's Customs.

Henry Cecil Raikes.

Her Majesty's Postmaster-General.

* 45 & 46 Vict. c. 74.

† Printed at p. 59 above.

‡ This Warrant was gazetted December 10th, 1889.

**THE FOREIGN PARCELS (CUSTOMS) WARRANT, 1896, DATED
NOVEMBER 13, 1896.**

1896. No. 995.

Whereas a Warrant, dated the 8th of June, 1885,* relating to the application of the Customs enactments to foreign parcels as defined by the Post Office (Parcels) Act, 1882,† was not intended to apply to parcels containing goods delivered without payment of duty from a Customs warehouse; and it is desirable to make provision for the delivery from Customs warehouses for transmission by parcel post to places out of the United Kingdom of such goods as the Commissioners of Customs may from time to time allow :

We, the Commissioners of Her Majesty's Treasury, in exercise of the powers conferred upon us by the 14th section of the Post Office (Parcels) Act, 1882,† and of all other powers enabling us in this behalf, do, by this Warrant, made on the recommendation of the Commissioners of Her Majesty's Customs and of Her Majesty's Postmaster General (testified by their respectively signing the same), order, direct, and declare as follows:—

(1.) The above-mentioned Warrant of the 8th June, 1885,* shall not apply to parcels of goods delivered from Customs warehouses, herein-after referred to as “bonded parcels.”

(2.) Every bonded parcel delivered from a Customs warehouse to the sender shall be accompanied by an authority for such delivery signed by an officer of Customs.

(3.) The officer of the post office accepting a bonded parcel duly accompanied by the Customs authority, shall give to the sender a certificate of the posting of the parcel.

(4.) The certificate of posting thus given shall, for the purposes of Section 104 of the Customs Consolidation Act, 1876,‡ relating to the exportation of bonded goods, be deemed to be evidence of an act equivalent to shipment under that section.

(5.) The delivery of bonded parcels from a Customs warehouse shall be subject to such bond and to such special conditions as the Commissioners of Customs may from time to time prescribe.

(6.) If any claim shall be made on the Postmaster General for compensation in respect of the loss of, or damage to, any bonded parcel, that claim shall, in the absence of proof to the contrary, be deemed to be conclusive evidence that such parcel has not been duly exported, and that its contents have gone into consumption in the United Kingdom and the duty shall be paid accordingly.

* Printed at p. 59 above.

† 45 & 46 Vict., c. 74.

‡ 39 & 40 Vict., c. 36.

Foreign and Colonial Parcel Post :—Bonded Parcels. 63

(7.) The Warrant of the 2nd December, 1895,* making provisions for the delivery of parcels of tea from Customs warehouses for exportation by parcel post, is hereby revoked. All conditions hitherto prescribed by the Commissioners of Customs under the provisions of that Warrant shall be deemed to be made under this Warrant.

(8.) This Warrant shall come into operation on the 1st day of January, 1897.

(9.) The said Warrant of the 8th June, 1885,† and this Warrant may be cited respectively as “The Foreign Parcels (Customs) Warrant, 1885,” and “The Foreign Parcels (Customs) Warrant, 1896,” and the said two Warrants may together be cited as “The Foreign Parcels (Customs) Warrants, 1885 and 1896.”

Dated this 13th day of November, 1896.

*W. H. Fisher,
Stanley,*

Two of the Commissioners of Her
Majesty's Treasury.

*H. W. Primrose,
Lewis W. Engelbach,*

Two of the Commissioners of Her
Majesty's Customs.

Norfolk,
Her Majesty's Postmaster-General.

**THE FOREIGN PARCELS (INLAND REVENUE) WARRANT, 1900.
DATED MAY 5, 1900.**

1900. No. 697.

Whereas it is desirable to make provision for the delivery from excise warehouses, for transmission by parcel post to places out of the United Kingdom, of such goods as the Commissioners of Inland Revenue may from time to time allow. We, the Commissioners of Her Majesty's Treasury, in exercise of the powers conferred upon us by the 14th section of the Post Office (Parcels) Act, 1882,‡ and of all others powers enabling us in this behalf, do, by this Warrant, made on the recommendation of the Commissioners of Her Majesty's Cus-

* Published in Statutory Rules and Orders, 1895, p. 612.

† Printed at p. 59 above.

‡ 45 & 46 Vict. c. 74.

toms and of Her Majesty's Postmaster-General (testified by their respectively signing the same), order, direct, and declare as follows:—

1. The Foreign Parcels (Customs) Warrant, 1885,* shall not apply to parcels of goods delivered from excise warehouses hereinafter referred to as "bonded parcels."

2. Every bonded parcel delivered from an excise warehouse to the sender shall be accompanied by an authority for such delivery signed by an officer of Inland Revenue.

3. The officer of the post office accepting a bonded parcel duly accompanied by the Inland Revenue authority shall give to the sender a certificate of the posting of the parcel.

4. The certificate of posting thus given shall, for the purpose of Section 104 of the Customs Consolidation Act, 1876,† relating to the exportation of bonded goods, be deemed to be evidence of an act equivalent to shipment under that section.

5. The delivery of bonded parcels from an excise warehouse shall be subject to such bond and to such special conditions as the Commissioners of Inland Revenue may from time to time prescribe.

6. If any claim shall be made on the Postmaster-General for compensation in respect of the loss of or damage to any bonded parcel, that claim shall, in the absence of proof to the contrary, be deemed to be conclusive evidence that such parcel has not been duly exported and that its contents have gone into consumption in the United Kingdom, and the duty shall be payable accordingly.

7. This Warrant shall come into operation on the first day of May, 1900.

8. This Warrant may cited as the "Foreign Parcels (Inland Revenue) Warrant, 1900."

Dated this 5th day of May, 1900.

*H. T. Anstruther,
W. H. Fisher,*

Two of the Commissioners of
Her Majesty's Treasury.

*John A. Kempe,
Lewis W. Engelbach,*

Two of the Commissioners of
Her Majesty's Customs.

*Londonderry,
Postmaster-General.*

* Printed at p. 59 above.

† 39 & 40 Vict., c. 36.

**THE JERSEY PARCELS (CUSTOMS) WARRANT, 1901, DATED
DECEMBER 27, 1901.**

1901. No. 1024.

[This Warrant is printed at p. 4 above.]

**THE FOREIGN AND COLONIAL PARCEL POST WARRANT 1902,
DATED MARCH 8, 1902, AS AMENDED BY WARRANTS DATED
DECEMBER 31, 1902, AND MARCH 12, JULY 16, JULY 28,
NOVEMBER 6, DECEMBER 8 AND DECEMBER 31, 1903.***1902. No. 200 *as amended by* 1902 No. 972, and 1903
Nos. 213, 568, 608, 957, 1053 and 1174.

We, the Commissioners of His Majesty's Treasury, in exercise of all the powers given to us by the Post Office Acts or any of them, and of all other powers enabling us in this behalf, do, by this Warrant, made on the representation of His Majesty's Postmaster-General (testified by his signing the same) and under the hands of two of us, the said Commissioners, order, direct, and declare as follows :—

Preliminary.

1. This Warrant may be cited as "The Foreign and Colonial Parcel Post Warrant, 1902." Short title.

2. The Warrants made respectively by the Treasury and by His Majesty's Postmaster-General and mentioned in the first schedule to this Warrant, shall be repealed, revoked, and annulled on and as from the day on which this Warrant comes into operation. Repeal.

Provided that—

(1.) Where any provision of any Warrant not comprised in the said schedule has been repealed by any Warrant hereby repealed such repeal shall not be affected by the repeal effected by this Warrant.

(2.) The repeal by this Warrant of any Warrant shall not affect—

(a) anything done or suffered before this Warrant comes into operation ; or

(b) any legal proceeding commenced before this Warrant comes into operation in pursuance of any Warrant hereby repealed. And any such legal proceeding may be carried on and completed as if this Warrant had not been made.

3. The schedule to this Warrant shall be deemed part of this Warrant. Schedules to
be deemed
part of
Warrant.

* These Amending Warrants are printed at length in Statutory Rules and Orders 1902 p. 357, and 1903 pp. 1261-1268, 1589, and came into force January 1, April 1, July 16, August 6, November 11, 1903, and January 1, 1904, respectively.

*Definitions.***4. In this Warrant—**

- "Parcel." (1.) The expression "parcel" means a postal packet which is posted in the British Islands as a parcel in accordance with the provisions of this Warrant, or any Warrant amending the same, or is received in the British Islands from abroad by parcel post.
- "Outgoing." (2.) The expression "outgoing" applied to a parcel means posted in the British Islands for transmission abroad.
- "Incoming." (3.) The expression "incoming" applied to a parcel means received in the British Islands through the post from abroad.
- "British Islands." (4.) The expression "British Islands" means the United Kingdom, the Channel Islands, and the Isle of Man.
- "British possession." (5.) The expression "British possession" means any part of His Majesty's dominions exclusive of the British Islands.
- "Bullion." (6.) The expression "bullion" means uncoined and unmanufactured gold or silver.
- "Coin." (7.) The expression "coin" means coin of all kinds whether or not current in the British Islands or elsewhere, except such as is used or designed for purposes of ornament.
- "Jewellery." (8.) The expression "jewellery" means—
- (a) gold or silver in a manufactured state; that is to say, a state in which value is added to the raw material by skilled workmanship and in this definition are included any coins used or designed for purposes of ornament.
 - (b) diamonds and precious stones;
 - (c) watches entirely or mainly composed of gold or silver; and
 - (d) any article of a like nature which, apart from workmanship, has an intrinsic or marketable value.
- "Insured Parcel." (9.) The expression "insured parcel" means a parcel in respect of which a compensation fee is paid.

Places between which parcels may be transmitted.

5. From and after the date when this Warrant comes into operation, parcels may, subject to the provisions of this Warrant, be transmitted by post between the British Islands and any place specified in the second schedule to this Warrant.

Rates of Postage on Parcels.

6.—(1.) On all outgoing parcels addressed to any place specified in Parts I., II., and III. of the second schedule hereto, there shall be charged and paid the rates of postage mentioned against the name of such place in the same schedule.

(2) Parcels may be transmitted by post between the places specified in Parts IV. and V. of the second schedule hereto, subject to the rates of postage mentioned against the names of such places respectively in the same part of the said second schedule.

Maximum Weight and Dimensions.

7. Except by permission of the Postmaster-General, there shall not be forwarded, conveyed, or delivered by post, to or from any place mentioned in the said second schedule any parcel the weight or the dimensions of which shall exceed the weight or dimensions respectively specified against the name of such place in the said schedule.

Mode of Posting.

8. Subject to the provisions of this Warrant, the following provisions shall apply to the posting of outgoing parcels, that is to say :—

- (a) The parcel must bear the name and full address of the addressee, and must be packed in such manner and form and in accordance with such directions as the Postmaster-General may from time to time prescribe in that behalf. The parcel must also be accompanied by or have affixed to it one or more declarations of such kind, and stating the nature and value of the contents of the parcel in such manner and form and with such other particulars as the Commissioners of Customs and the Postmaster-General may prescribe.
- (b) The sender may also be required to fill up a despatch note giving his name and address, the name and address of the addressee, and other particulars.

Payment of Foreign Customs, and other Charges by Sender.

9. Where the sender of an outgoing parcel desires that such parcel may be delivered to the addressee free of all Foreign Customs Duties and other charges thereon, the following rules shall apply to such parcel :—

- (a) The parcel shall be posted at a post office prescribed by the Postmaster-General for that purpose.
- (b) There shall be charged and paid on such parcel, in addition to all other postage payable thereon, the amount of the Foreign Customs Duties and of all other charges payable on the delivery of such parcel, and a further rate or fee of sixpence.
- (c) The sender shall sign an undertaking (in such form as the Postmaster-General may from time to time prescribe) to pay on demand the amount of such Foreign Customs Duties and other charges aforesaid.

- (d) The sender shall also, if so required, pay by way of deposit, at the time of posting the parcel, such sum as the Postmaster-General may prescribe in respect of such Foreign Customs Duties and other charges.

This clause shall apply only to parcels for transmission to countries or places with which the Postmaster-General has for the time being an arrangement for the collection from the senders of customs and other charges.

Treatment of Parcels posted in Letter Boxes.

10. Any outgoing packet transmissible by parcel post which from any words or marks thereon, or other external evidence, appears to have been intended for transmission as a parcel but which has not been tendered for transmission as a parcel, but has been posted in a post office letter box, or otherwise than according to the manner herein-before prescribed for the posting of parcels, may, in the discretion of the Postmaster-General, either be detained and returned or given up to the sender, or if the said packet is fully pre-paid with the letter or open packet rate of postage, and otherwise conforms to the regulations as to the letter or open packet post, the same may be forwarded as a letter or open packet (as the case may be).

Return and Disposal of Undelivered Parcels.

11 With regard to—

- (a) incoming parcels which are addressed to a post office to be called for, or to a place beyond the limits of the free postal delivery of any town or district, or to a ship at any port, and which are not called for or delivered within such reasonable times as the Postmaster-General may from time to time prescribe; and
- (b) incoming parcels which cannot be delivered for want of a true direction, or by reason that the addressee is dead, or cannot be found, or has refused the same, or has refused or neglected to pay any charges thereon, or for any other sufficient reason;

the following provisions shall (subject to the other provisions of this Warrant) apply, that is to say:—

- (1.) The parcel shall, as the Postmaster-General may from time to time direct, be retained at or forthwith forwarded to such place as the Postmaster-General may appoint, and may if necessary be there opened and examined.
- (2.) Where the name and address of the sender can be ascertained from the parcel or any form accompanying the same, notice shall be given to the sender through the post office of the country in which the

parcel was posted that the parcel will at his request, in default of any claim on the part of the addressee, be forwarded to a corrected address or returned to him by post, in either case upon the conditions herein-after mentioned.

- (3.) Where the name and address of the sender cannot be ascertained as herein-before mentioned, notice of the non-delivery of the parcel shall be given to the post office of the country in which the parcel was posted.
- (4.) In either case the notice shall state that, in default of the receipt by the Postmaster-General of instructions as to the disposal of the parcel during a period to be specified in such notice from some person who, in the Postmaster-General's judgment, is entitled to give such instructions, the parcel will be returned to the country in which it was posted.
- (5.) The Postmaster-General may require proof to his satisfaction that an applicant for a parcel is entitled to receive the same.
- (6.) The Postmaster-General may, in his discretion, specify in any such notice or otherwise the periods during which parcels may be returned to the senders thereof, and in so doing may have regard to the origin, nature and contents of parcels.
- (7.) Where, in the case of a parcel which cannot be delivered for want of a true direction, the sender corrects the address of the parcel, the parcel shall be forwarded to the corrected address, subject to the following conditions :—
 - (a) Where the corrected address of the parcel is served from the same post office as the original address, no new charge shall be made with respect to the delivery of the parcel.
 - (b) In any other case there shall be paid a new and distinct rate of postage equal in amount to the rate of postage chargeable for transmission from the original to the corrected address.
- (8.) Where the sender requests a parcel to be returned to him by post, there shall be charged upon such parcel a new and distinct rate of postage, according to the rate fixed by this Warrant.
- (9.) A parcel shall not be given up or returned by post to the sender except upon payment by him of all charges for re-direction or otherwise to which the parcel has become liable under the provisions of this Warrant, or otherwise by the law of this country, or of any foreign country or British possession.

- (10.) Where no application is made for a parcel within the period specified in any such notice as aforesaid, or an applicant fails to prove to the satisfaction of the Postmaster-General that he is entitled to receive the parcel, or refuses or fails to pay the charges to which the parcel has become liable under this Warrant, the parcel may be dealt with or disposed of in such manner as the Postmaster-General may, in his discretion, direct or authorise.

Express Delivery Fee on Outgoing Parcels.

12. Upon every out-going parcel addressed to any country or place abroad in which delivery of parcels is effected by special messenger, marked with the words "express delivery" or with such other words as may indicate the desire of the sender that the parcel may be delivered by special messenger (which words are herein-after referred to as an "express marking") there shall be charged and prepaid the fee of fivepence.

Delivery of Incoming Parcel by Special Messenger.

13.—(1.) Any incoming parcel marked with an express marking shall, in the United Kingdom, be conveyed and delivered by special messenger, subject to the regulations and conditions for the time being in force with respect to the conveyance of inland parcels in the United Kingdom.

(2.) No express fee shall be payable by the addressee of such parcel unless and in so far as the sum prepaid thereon for express delivery of such parcel is less than the express fee payable on an inland parcel.

Re-direction.

14.—(1.) Any parcel may be re-directed from its original address, or any substituted address, within the British Islands to any country or place with which a parcel post from the British Islands is established, and in every case of such re-direction there shall be charged on such parcel in respect of such re-direction a new and distinct rate of postage according to the rates for the time being payable in respect of the transmission of a like parcel from the British Islands to the country or place to which it may be re-directed.

(2.) Any parcel may be re-directed from its original address, or any substituted address within the British Islands, to any other address within the British Islands, and in every case of such re-direction there shall be charged on such parcel in respect of such re-direction, and (if not previously paid) paid by the addressee thereof upon the delivery of such parcel such rate of postage as would in like case be charged upon the parcel were it an inland parcel.

(3.) No parcel re-directed to the British Islands from a place out of the British Islands shall be delivered to the addressee except upon payment of all charges for re-direction

or otherwise to which the parcel has become liable by the law of the British Islands, or of any foreign country or British possession.

Compensation for Loss or Damage.

15. If any article of pecuniary value, enclosed in or forming part of a parcel, be lost or damaged whilst in the course of conveyance by the post, under the provisions of this Warrant, the Postmaster-General may pay to any person, or to the postal administration of any British possession or foreign country, if, in the opinion of the Postmaster-General, such person or administration establishes a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum as he may think just;

Provided that—

- (1.) In the case of an uninsured parcel the sum paid by way of compensation shall not exceed one pound.
- (2.) In the case of an outgoing insured parcel where in addition to the postage payable in respect of such parcel a compensation fee of the amount specified in the first column of the third schedule hereto (and no more) is paid in respect of such parcel, the sum paid by way of compensation shall not exceed the sum specified in the second column of the said schedule.
- (3.) In the case of an incoming insured parcel the sum paid by way of compensation shall be such a sum, not exceeding one hundred and twenty pounds, as, having regard to the amount of the compensation fee in addition to the postage paid in respect of such parcel, may be from time to time fixed by agreement between the Postmaster-General and the British possession or foreign country from which the parcel is transmitted.

16.—(1.) A parcel posted in or addressed to a country from or to which insured parcels are transmissible by post, and which contains coin or any article of jewellery or any article not for the time being transmissible in an uninsured parcel to or from such country, shall not be conveyed by post unless the same is insured.

(2.) The following regulations shall apply to any such parcel if posted without insurance:—

- (i.) If such parcel be received in the British Islands—
 - (a) Such parcel shall be registered, and may be detained for that purpose at any post office.
 - (b) Such parcel shall be charged with a registration fee of fourpence, in addition to all other postage payable thereon.
- (ii.) If such parcel be posted in the British Islands it shall be returned to the sender.

- (iii.) No compensation shall be payable in respect of the loss or damage of such parcel or the contents thereof.

17. The Postmaster-General may give effect to the provisions of this Warrant as to the loss or damage of articles enclosed in or forming part of parcels, out of such aids or supplies as may be from time to time provided and appropriated by Parliament for that purpose, but nothing contained in, or done under, or in pursuance of, this Warrant, shall render him liable, either personally or in his official capacity, to any action or other legal proceeding in respect of, or in consequence of, any such loss or damage, whether such loss or damage be occasioned by or arise from any act or neglect of any officer of the post office or any other person. And the decision of the Postmaster-General on all questions arising between him and any person claiming payment in respect of the loss or damage of any article enclosed in or forming part of a parcel shall be final and conclusive.

Certificate of Delivery of out-going Insured Parcel and Fee therefor.

17A.*—(1.) Subject to such rules as the Postmaster-General may from time to time prescribe, the Postmaster-General may, at the request of the sender of an outgoing insured parcel, and on prepayment by such sender of the sum or fee of twopence halfpenny, obtain and forward to such sender an acknowledgment or certificate of the delivery of such parcel at the place to which the said parcel is addressed.

(2.) This regulation shall not apply to a parcel addressed to a country or place which does not for the time being undertake to obtain or give an acknowledgment or certificate of the delivery of such parcel.

Prohibitions.

18. There shall not be posted or conveyed or delivered by post—

- (a) Any parcel containing coin or bullion exceeding five pounds in value, or
- (b) any parcel containing any article or thing not authorised by the customs or other laws or regulations of the British Islands, or of the place to which the parcel is addressed or of any country through which it may pass.

Non-compliance with Regulations.

19. In any case not in this Warrant expressly provided for, where any parcel shall be posted or tendered for conveyance or transmitted by post, which in any respect infringes or fails to comply with the regulations herein-before contained or any of them, such parcel may be dealt with or disposed of in such manner as the Postmaster-General may, in his discretion, direct or authorise.

* The new Regulation 17A was added by the Warrant of December 31, 1902.

Customs Regulations.

20. Parcels intended to be transmitted by post under the provisions of this Warrant shall not be posted, forwarded, conveyed, or delivered, except subject to such regulations as are referred to in Section 14 of the Post Office (Parcels) Act, 1882.*

Application of Inland Parcel Regulations.

21. Except where otherwise provided in this Warrant, the regulations for the time being applicable to inland parcels shall (so far as the same are applicable) apply to parcels transmissible by post under the provisions of this Warrant.

Remission of Postage.

22. The Postmaster-General may, in any case in which he may consider it just or reasonable so to do, remit any postage or any sum made payable under this Warrant.

Printing of Warrant.

23. This Warrant shall be printed from time to time as amended by all Warrants made prior to the date of such printing.

Commencement of Warrant.

24. This Warrant shall come into operation on the 1st day of April, One thousand nine hundred and two.

Date.

Dated this 8th day of March, One thousand nine hundred and two.

H. T. Anstruther,
Ailwyn E. Fellowes,
Two of the Commissioners of His
Majesty's Treasury.
Londonderry,
His Majesty's Postmaster-General.

First Schedule.

WARRANTS REPEALED.

Short Title.	Date.
Foreign and Colonial Parcel Post Warrant, 1901 †	1901, April 4.
Foreign and Colonial Parcel Post Amendment (No. 1) † Warrant, 1901.	" June 18.
Foreign and Colonial Parcel Post Amendment (No. 2) † Warrant, 1901.	" August 27.
Foreign and Colonial Parcel Post Amendment (No. 3) † Warrant, 1901.	" December 13.

* 45 & 46 Vict. c. 74.

† Printed in Statutory Rules and Orders, 1901 (as amended by these amending Warrants) pp. 329-348.

Second Schedule.

PART I.

Addressed to	Rates of Postage on each Parcel.					Limit of Size of Parcel.			
	If not exceeding one pound in weight.	If exceeding one pound in weight.		If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	Limit of Weight of Parcel.	Greatest Length.	Greatest Length and Girth combined.	Greatest depth or Width.
		For the first pound.	For each additional pound or fraction of a pound.						
Algeria	s. d.	s. d.	s. d.	s. d.	s. d.	Pounds.	Feet.	Feet.	Feet.
Annam	—	—	—	1 9	2 2	{	{	{	{
Argentine Republic (Direct Service)	—	—	—	4 0	4 6				
Ascension	—	—	—	2 4	3 7	{	{	{	{
Australia (including (direct service)	—	—	—	1 0	2 0				
British New Guinea) { via Brindisi, Naples, or Marseilles.	1 0 2 0	1 0 2 0	0 6 0 6	—	—	{	{	{	{
Austria Hungary { via Hamburg	—	—	—	1 6	2 0				
Azores—By sea to Lisbon	—	—	—	1 9	2 3	{	{	{	{
	—	—	—	1 6*	2 0*				
Bahamas	—	—	—	1 0	2 0	{	{	{	{
Banks Islands	1 1	1 1	0 7	—	—				
Barbados	—	—	—	1 0	2 0	{	{	{	{
Bechuanaland Protectorate	—	—	—	—	—				
Belgium	1 9	1 9	1 9	1 8	1 8	{	{	{	{
Bermuda	—	—	—	1 0	2 0				
Beirut	—	—	—	1 0	2 0	{	{	{	{
Bolivia	—	—	—	1 0	2 0				
	—	—	—	4 2	4 7	{	{	{	{
	—	—	—	—	—				

Bosnia-Herzegovina { by sea to Hamburg via Belgium or Holland	1 9	2 3	2 9	2	—	2
British Central Africa Protectorate	2 0	2 6	3 0	—	—	—
British East Africa	2 0	3 0	4 0	—	—	—
British Guiana	1 0	2 0	3 0	3½	6	—
British Honduras	—	—	—	—	—	—
British North Borneo	—	—	—	—	—	—
Bulgaria { via Belgium and Cologne via Hamburg	2 6 2 3	3 0 3 9	3 6 3 3	2	—	2
Cambodia	4 0	4 6	5 0	2	4	—
Cameroons	2 3	2 9	3 3	2	—	2
Canada	—	—	—	2	—	1
Cape Colony	—	—	—	2½	6	—
Cape Verd Islands	2 6*	3 0*	3 6*	2	4	—
Caroline, Marian, and Palaoe Island }	3 0	3 6	4 0	2	—	2
Cayenne	—	—	—	—	—	—
Cayman Islands	—	—	—	—	—	—
Ceylon { by sea direct via Marseilles, Naples or Brindisi	1 0	2 0	3 0	3½	6	—
Chile { (direct service) via France	2 0 3 0†	3 0 4 3	4 0 4 8	—	—	—
China { (via Hong Kong) via Brindisi, Naples or Marseilles	1 0 3 0	2 0 3 0	3 0 4 0	2	4	—
China, German Agencies	3 0	3 6	4 0	3½	6	—
Cochin China (via France)	4 0	4 6	5 0	2	4	—
Colombia, Republic of	3 0	3 6	4 0	3½	6	—
Comoro Islands	3 0	3 6	4 0	2	4	—
Oongo Free State (via Belgium)	2 6	3 0	3 6	—	—	—
Constantinople { via Gibraltar via France	1 0 2 3	1 6 2 6	2 0 3 0	3½	3½	—
Cook Islands, Mangate, Aitutaki, Niue	2 3	2 9	3 3	—	—	—
Corea	1 0 1 10	2 0 3 6	3 0 5 2	2	6	—

* These new rates were substituted for the previous rates by the Warrant of March 12, 1902.

† These new rates were substituted for the previous rates by the Warrant of July 26, 1902.

Second Schedule. Part I.—continued.

Addressed to	Rates of Postage on each Parcel.						Limit of Size of Parcel.			
	If not exceeding one pound in weight.	If exceeding one pound in weight.		If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.	Limit of Weight of Parcel.	Greatest Length.	Greatest Length and Girth combined.	Greatest depth or Width.
		For the first pound.	For each additional pound or fraction of a pound.							
Corsica	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	Pounds.	Feet.	Feet.	
Costa Rica	—	—	—	1 9	2 3	2 7	}	2	—	—
Cyprus	—	—	—	2 4	3 10	5 6		3½	6	
Dahomey	—	—	—	1 0	2 0	3 0	}	3½	—	—
Danish West Indies	—	—	—	3 0	3 6	4 0		2	4	—
Denmark, including Iceland and the Farøe Isles.	—	—	—	2 0	3 0	4 0	}	3½	6	—
Denmark, including Iceland	—	—	—	1 6	2 0	2 6		3	—	3
Denmark, including Iceland	—	—	—	1 9	2 3	2 9	}	3	—	—
Denmark, including Iceland	—	—	—	1 0*	1 6*	2 0*		3½	6	—
Farøe Islands, by direct steamer from Harwich or Grimsby.	—	—	—	1 0*	1 6*	2 0*	}	2	4	—
Farøe Islands, by direct steamer from Leith	—	—	—	3 0	3 6	4 0		3	—	—
Dutch East Indies	—	—	—	3 0	3 0	4 0	}	2	4	—
Dutch Guiana (Paramaribo and Nieuw Nickerie)	—	—	—	3 6	4 0	4 6		3½	6	—
Dutch West Indies	—	—	—	1 0	2 0	3 0	}	3½	6	—
Egypt { via Gibraltar	—	—	—	2 0	3 0	4 0		2	4	—
Egypt { via France	—	—	—	3 0	3 6	4 0	}	3½	6	—
Eritrea	—	—	—	—	—	—		2	4	—

Second Schedule. Part I.—continued.

Addressed to	Rates of Postage on each Parcel.						Limit of Weight of Parcel.	Limit of Size of Parcel.		
	If not exceeding one pound in weight.	If exceeding one pound in weight.		If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.		Greatest Length.	Greatest Length and Girth combined.	Greatest depth or Width.
		For the first pound.	For each additional pound or fraction of a pound.							
Jamaica (including Turks Island)	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	Pounds.	Feet.	Feet.	Feet.
Japan	—	—	—	1 0	2 0	3 0	3½	6	6	—
	—	—	—	1 10	3 6	5 2				
Labuan	—	—	—	1 0	2 0	3 0	}	}	}	}
Lagos (Africa)	—	—	—	2 0	3 0	4 0				
Leeward Islands	—	—	—	1 3	1 8	2 0				
Liberia	—	—	—	3 0	3 6	4 0	}	}	}	}
Luxemburg, Grand Duchy of	—	—	—	3 0*	3 6*	4 0*				
	—	—	—	3 0†	3 6†	4 0†				
Madagascar	—	—	—	3 0	3 6	4 0	Eleven	}	}	}
Madeira	—	—	—	2 0	2 6	3 0				
Malta { vis Gibraltar	—	—	—	1 0	2 0	3 0				
Malta { vis France	—	—	—	2 0	3 0	4 0	}	}	}	}
Manilla (Philippine Islands)	—	—	—	3 0*	3 6*	4 0*				
Marshall Islands	—	—	—	3 0†	3 6†	4 0†				
Martinique	—	—	—	3 0	3 6	4 0	}	}	}	}
Mauritius { by the long sea route	—	—	—	1 0	2 0	3 0				
Mauritius { via Brindisi, Marseilles or Naples and	—	—	—	2 0	3 0	4 0				
Mexico	—	—	—	1 0	2 6	3 6	}	}	}	}
Miquelon and St. Pierre	—	—	—	2 0	2 6	3 0				
	—	—	—	2 0	2 6	3 0	3½	6	Greatest girth, 4 ft.	—
	—	—	—	2 0	2 6	3 0	2	4	—	—

Montenegro { by sea to Hamburg -	-	-	-	2 3	2 9	3 3	2	-	2
Morocco { via Belgium and Germany -	-	-	-	2 6	3 0	3 6	-	-	-
Morocco (Gibraltar Post Office Agencies, by sea direct),	-	-	-	1 0	2 0	3 0	-	-	-
Natal -	-	-	-	-	-	-	3½	6	-
New Caledonia -	0 9	0 9	0 9	4 0	4 6	5 0	2	4	-
Newfoundland -	-	-	-	1 0	2 0	3 0	3½	6	-
New Hebrides -	1 1	1 1	0 7	-	-	-	3½	-	-
New Zealand -	-	-	-	1 0	2 0	3 0	3½	6	-
Nigeria -	-	-	-	1 0	2 0	3 0	2	-	2
Norway -	-	-	-	1 0	1 6	2 0	2	-	-
Obock -	-	-	-	2 3	2 9	3 3	2	4	-
Orange River Colony -	1 0	1 0	1 0	-	-	-	3½	6	-
Paraguay -	-	-	-	2 8	4 0	5 6	2	4	-
Peru -	-	-	-	4 6	5 0	6 6	2	4	-
Portugal, by sea direct -	-	-	-	1 6	2 0	3 6	2	-	2
Portuguese West Africa -	-	-	-	3 6†	3 0†	3 6†	2	-	-
Portuguese East Africa, via Portugal -	-	-	-	3 6	4 0	4 6	2	4	-
§ Portuguese East Indies (Colony of Timor) -	-	-	-	4 0§	4 6§	5 0§	2	4	-
Réunion -	-	-	-	3 0	3 6	4 0	2	4	-
North-Eastern, via Chinde -	1 6†	1 6†	1 6†	-	-	-	3½	6	-
North-Eastern and North-Western, via Bechuanaland, {	1 9†	1 9†	1 9†	-	-	-	3½	-	-
Rhodesia {	-	-	-	-	-	-	-	-	-
Southern {	1 9	1 9	1 9	-	-	-	-	-	-
Roumania { by sea to Hamburg -	-	-	-	2 0	2 6	3 0	2	-	2
Roumania { via Belgium or Holland -	-	-	-	2 3	2 9	3 3	-	-	-
Russia (including by sea to Hamburg -	-	-	-	2 0	2 6	3 0	-	-	-
Finland), { via Belgium or Holland -	-	-	-	2 3	2 9	3 3	-	-	-

* These new rates were added by the Warrant of March 12, 1903.

† These new rates were substituted for the previous rates by the Warrant of March 12, 1903.

‡ These new rates and weights were substituted for the previous rates and weight by the Warrant of July 16, 1903.

§ These rates were added by the Warrant of November 6, 1903.

Second Schedule. Part I.—continued.

Addressed to	Rates of Postage on each Parcel.					Limit of Size of Parcel.		
	If not exceeding one pound in weight.	If exceeding one pound in weight.		If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.	Limit of Weight of Parcel.	Greatest Length.	Greatest Length and Girth combined.
		For the first pound.	For each additional pound or fraction of a pound.					
	s. d.	s. d.	s. d.	s. d.	s. d.	Pounds.	Feet.	Feet.
St. Helena	—	—	—	1 0	2 0	3 0	3½	6
St. Lucia	—	—	—	3 0	2 6	3 0	—	—
St. Vincent (West Indies)	—	—	—	3 6	5 3	7 0	2	—
Salonica, via France	—	—	—	2 0	3 0	4 0	3½	6
Salvador	—	—	—	3 0	3 6	4 0	2	—
Samoa { via New Zealand	—	—	—	—	—	—	—	—
{ via Germany	1 1	1 1	0 7	—	—	—	—	—
Santa Cruz Islands	1 1	—	—	1 0	2 0	3 0	3½	6
Sarawak	—	—	—	2 3	2 9	3 3	2	—
Senegal	—	—	—	1 9	2 3	2 9	2	—
Servia { by sea to Hamburg	—	—	—	2 0	2 6	3 0	2	—
{ via Belgium or Holland	—	—	—	1 0	2 0	3 0	—	—
Seychelles { by the long sea route	—	—	—	—	—	—	—	—
{ via Brindisi, Marseilles, or Naples and Colombo	—	—	—	2 0	3 0	4 0	—	—
Siam { by the long sea route	—	—	—	3 0	4 0	5 0	—	—
{ overland to Marseilles or Brindisi	—	—	—	1 0	2 0	3 0	—	—
Sierra Leone	—	—	—	1 0	1 6	2 0	—	—
Smyrna { via Gibraltar	—	—	—	2 0	2 6	3 0	—	—
{ via France	—	—	—	—	—	—	—	—

[illegible]

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POST OFFICE.

PART II.

Addressed to	Rates of Postage on each Parcel.	Limit of Weight of Parcel.	Limit of Size of Parcel.	
	If not exceeding six-and-a- half pounds in weight.		Greatest Length.	Greatest Length and Girth combined.
Azores, viâ France -	s. d. 2 6*	Pounds.	Feet.	Feet.
Brazil, Rio de Janeiro, Recife, or San Salva- dor, viâ Lisbon.	{ 4s., or if not exceed- ing 3 lbs. in weight, 3s. 6d.	Six and a half.	2	4
Portugal, viâ France -	2 6			
Spain - - - -	2 0			

* This new rate was substituted for the previous rate by the Warrant of March 12, 1903.

PART III.

Addressed to	Rates of Postage on each Parcel.						Limit of Size of Parcel.		
	By Sea Direct.			Via France, or via France and Italy.			Limit of Weight of Parcel.	Greatest Length.	Greatest Length and Girth combined.
	If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.	If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.			
Aden, India, including places on the Persian Gulf and in Turkish Arabia at which there are Indian Postal Agencies.	s. d. 1 0*	s. d. 2 0*	s. d. 3 0*	s. d. 2 0*	s. d. 3 0*	s. d. 4 0*	Pounds. Eleven	Feet. 3½	Feet. 6
Persia -	4 6†	5 6†	—	5 6†	6 6†	—	Seven	2	4
Portuguese India † -	2 0‡	3 0‡	4 0‡	3 0‡	4 0‡	5 0‡	Eleven	3½	6

* These new rates were substituted for the previous rate by the Warrant of December 8, 1903.

† These new rates were substituted for the previous rate by the Warrant of December 31, 1903.

‡ These rates were added by the Warrant of December 31, 1903.

PART IV.
Rates of Postage on each Parcel.

Posted in	Addressed to	If not exceeding three pounds in weight.	If exceeding three pounds and not exceeding seven pounds in weight.	If exceeding seven pounds and not exceeding eleven pounds in weight.	Limits of Weight of Parcel.	Limit of Size of Parcel.		
						Greatest Length.	Greatest Length and Girth combined.	Greatest Depth or Width.
Beyrout	United Kingdom	s. d. 1 0	s. d. 2 0	s. d. 3 0	Pounds.	Feet.	Feet.	Feet.
Constantinople	Cyprus							
Smyrna	United Kingdom	1 0	1 6	2 0	Eleven	3½	6	—
Constantinople	Malta							
Salonica	Cyprus							
Smyrna	United Kingdom	2 0	2 6	3 0				
Beyrout	Any British possession or Foreign country to which a parcel can be sent <i>via</i> the United Kingdom	0 8	1 4	2 0				
Constantinople	dom	1 0	1 0	1 0				
Smyrna	If sent to England by the long sea route							
Constantinople	Any British possession or Foreign country to which a parcel can be sent <i>via</i> the United Kingdom	2 0	2 0	2 0				
Salonica	dom							
Smyrna	If sent to England <i>via</i> France							

The limits of weight and size shall be those which are specified opposite the name of the place of destination of such parcel in Part I. of this Schedule.

PART V.

Rates of Postage on each Parcel.

Posted in	Addressed to	If not exceeding eleven pounds in weight.	Limit of Weight of Parcel.	Limit of Size of Parcel.		
				Greatest Length.	Greatest Length and Girth combined.	Greatest Depth or Width.
Constantinople -	Smyrna -	s. d.	Pounds.	Feet.	Feet.	Feet.
Smyrna - -	Constantinople.	} Direct service.	} 0 8	3½	6	—
Constantinople (British Post Office).	Egypt - -					
Constantinople, viz Italy.	Malta - - -	1 10				

Third Schedule.

Compensation Fee.	Maximum Compensation.
s. d.	£ s. d.
0 5	12 0 0
0 7½	24 0 0
0 10	36 0 0
1 0½	48 0 0
1 3	60 0 0
1 5½	72 0 0
1 8	84 0 0
1 10½	96 0 0
2 1	108 0 0
2 3½	120 0 0

**THE AMERICAN PARCEL POST WARRANT, 1902, DATED
AUGUST, 25, 1902.**

1902. No. 689.

Whereas the Postmaster-General has entered into an Agreement with the American Express Company for the interchange of parcels between the British Islands and the United States of America.

Now, we, the Commissioners of His Majesty's Treasury, in exercise of all powers given to us by the Post Office Acts or any of them, and of all other powers enabling us in this behalf, do, by this Warrant, made on the representation of His Majesty's Postmaster-General (testified by his signing the same) and under the hands of two of us, the said Commissioners, order, direct, and declare as follows :

Preliminary.

Short title.

1. This Warrant may be cited as "The American Parcel Post Warrant, 1902."

Schedule to
be deemed
part of
Warrant.

2. The Schedule to this Warrant shall be deemed part of this Warrant.

Definitions.

3. In this Warrant—

"Parcel."

(1.) The expression "parcel" means a postal packet transmitted by post as a parcel in accordance with the provisions of this Warrant, or any Warrant amending the same.

"Outgoing."

(2.) The expression "outgoing" applied to a parcel means transmitted by post from the British Islands to the United States.

"Incoming."

(3.) The expression "incoming" applied to a parcel means received in the British Islands through the post from the United States.

"British
Islands."

(4.) The expression "British Islands" means the United Kingdom, the Channel Islands, and the Isle of Man.

"United
States."

(5.) The expression "United States" means the United States of America.

"Bullion."

(6.) The expression "bullion" means uncoined and unmanufactured gold or silver.

"Coin."

(7.) The expression "coin" means coin of all kinds, whether or not current in the British Islands or elsewhere, except such as is used or designed for the purposes of ornament.

"Jewellery."

(8.) The expression "jewellery" means—

(a) gold or silver in a manufactured state; that is to say, a state in which value is added to the raw material by skilled workmanship, and in this definition are included any coins used or designed for purposes of ornament;

- (b) diamonds and precious stones ;
 - (c) watches entirely or mainly composed of gold or silver ; and
 - (d) any article of a like nature which, apart from workmanship, has an intrinsic or marketable value.
- (9.) The expression "insured parcel" means a parcel in respect of which a compensation fee is paid. "Insured Parcel."
- (10.) The expression "Express Company" means the American Express Company of New York. "Express Company."

Places between which Parcels may be Transmitted.

4. From and after the date when this Warrant comes into operation, parcels may, subject to the provisions of this Warrant, be transmitted by post between the British Islands and the United States.

Rates of Postage and other charges on Parcels.

5. (1.) On parcels transmitted by post under this Warrant between the British Islands and the United States there shall be charged and paid the following rates of postage, that is to say :—

On every parcel not exceeding 3 lb. in weight, 6d.

On every parcel exceeding 3 lb. in weight, but not exceeding 7 lb. in weight, 1s.

On every parcel exceeding 7 lb. in weight, but not exceeding 11 lb. in weight, 1s. 6d.

- (2.) On every outgoing parcel there shall also be charged and paid such sums as the Postmaster-General may from time to time specify by notice in respect of the services of the Express Company in relation to such parcel.

Maximum Weight and Dimensions.

6. Except with the special permission of the Postmaster-General, there shall not be forwarded, conveyed, or delivered by post under this Warrant any parcel which exceeds :—

(a) In weight 11 lbs.

(b) In dimensions, 3 ft. 6 ins. in length, or 6 ft. in length and girth measured together (such girth being measured round the thickest part of such parcel).

Mode of Posting,

7. Subject to the provisions of this Warrant, the following provisions shall apply to the posting of outgoing parcels, that is to say :—

- (a) The parcel must bear the name and full address of the addressee, and must be packed in such manner and

form and in accordance with such directions as the Postmaster-General may from time to time prescribe in that behalf. The parcel must also be accompanied by or have affixed to it one or more declarations of such kind, and stating the nature and value of the contents of the parcel in such manner and form and with such other particulars as the Commissioners of Customs and the Postmaster-General may prescribe.

- (b) The sender may also be required to fill up a despatch note giving his name and address, the name and address of the addressee, and other particulars.

Payment of Foreign Customs, and other Charges, by Sender.

8. Where the sender of an outgoing parcel desires that such parcel may be delivered to the addressee free of all Customs Duties payable in the United States and other charges thereon, the following rules shall apply to such parcel ;—

- (a) The parcel shall be posted at a post office prescribed by the Postmaster-General for that purpose.
- (b) There shall be charged and paid on such parcel, in addition to all other postage payable thereon, the amount of the Customs Duties payable in the United States, and of all other charges payable on the delivery of such parcel, and a further rate or fee of sixpence.
- (c) The sender shall sign an undertaking (in such form as the Postmaster-General may from time to time prescribe) to pay on demand the amount of such Customs Duties and other charges as aforesaid.
- (d) The sender shall also, if so required, pay, by way of deposit, at the time of posting the parcel, such sum as the Postmaster-General may prescribe in respect of such Customs Duties and other charges.

Treatment of Parcels posted in Letter Boxes.

9. Any outgoing packet transmissible by parcel post under this Warrant which, from any words or marks thereon, or other external evidence, appears to have been intended for transmission as a parcel but which has not been tendered for transmission as a parcel, but has been posted in a post office letter-box, or otherwise than according to the manner in this Warrant prescribed for the posting of parcels, may, in the discretion of the Postmaster-General, either be detained and returned or given up to the sender, or if the said packet is fully pre-paid with the letter or open packet rate of postage, and otherwise conforms to the regulations as to the letter or open packet post may be forwarded as a letter or open packet, (as the case may be).

Return and Disposal of Undelivered Parcels.

10. With regard to—

- (a) incoming parcels which are addressed to a post office to be called for, or to a place beyond the free postal delivery of any town or district, or to a ship at any port, and which are not called for or delivered within such reasonable times as the Postmaster-General may from time to time prescribe, and
- (b) incoming parcels which cannot be delivered for want of a true direction, or by reason that the addressee is dead, or cannot be found, or has refused the same, or has refused or neglected to pay any charges payable thereon, or for any other sufficient reason ;

the following provisions shall (subject to the other provisions of this Warrant) apply, that is to say :—

- (1.) The parcel shall, as the Postmaster-General may from time to time direct, be retained at or forthwith forwarded to such place as the Postmaster-General may appoint, and may, if necessary, be there opened and examined.
- (2.) Where the name and address of the sender can be ascertained from the parcel or any form accompanying the same, notice shall be given to the Express Company, who will communicate with the sender of the parcel as to its disposal.
- (3.) Where the name and address of the sender cannot be ascertained as herein-before mentioned, notice of the non-delivery of the parcel shall be given to the Express Company.
- (4.) In either case the notice shall state that in default of the receipt by the Postmaster-General of instructions as to the disposal of the parcel during a period to be specified in such notice from some person who, in the Postmaster-General's judgment, is entitled to give such instructions, the parcel will be returned to the United States.
- (5.) The Postmaster-General may require proof to his satisfaction that an applicant for a parcel is entitled to receive the same.
- (6.) The Postmaster-General may, in his discretion, specify in any such notice or otherwise the periods during which parcels may be returned to the senders thereof, and, in so doing, may have regard to the origin, nature, and contents of parcels.
- (7.) Where, in the case of a parcel which cannot be delivered for want of a true direction, the sender

corrects the address of the parcel, the parcel shall be forwarded to the corrected address, subject to the following conditions:—

- (a) Where the corrected address of the parcel is served from the same post office as the original address, no new charge shall be made with respect to the delivery of the parcel.
 - (b) In any other case there shall be paid a new and distinct rate of postage equal in amount to the rate of postage chargeable for the transmission from the original to the corrected address.
- (8.) Where the sender requests that a parcel may be returned to him by post, there shall be charged upon such parcel such additional rate of postage and other sums as are payable upon an outgoing parcel under this Warrant.
 - (9.) A parcel shall not be given up or returned by post to the sender except upon payment by him of all charges for re-direction or otherwise to which the parcel has become liable under the provisions of this Warrant or otherwise by the law of this country, or of any foreign country or British possession.
 - (10.) Where no application is made for a parcel within the period specified in any such notice as aforesaid, or an applicant fails to prove to the satisfaction of the Postmaster-General that he is entitled to receive the parcel, or refuses or fails to pay the charges to which the parcel has become liable under this Warrant, the parcel may be dealt with or disposed of in such manner as the Postmaster-General may, in his discretion, direct or authorise.
 - (11.) Any parcel, the addressee of which has left for a country between which and the British Islands no parcels post exists, shall be dealt with as undeliverable.

Express Delivery Fee on Outgoing Parcels.

11. Upon every outgoing parcel marked with the words "express delivery," or with such other words as may indicate the desire of the sender that the parcel may be delivered by special messenger (which words are hereinafter referred to as an "express marking") there shall be charged and pre-paid the fee of fivepence.

Delivery of Incoming Parcels by Special Messenger.

12. (1.) Any incoming parcel marked with an express marking shall, in the United Kingdom, be conveyed and delivered by

special messenger, subject to the regulations and conditions for the time being in force with respect to the conveyance of inland parcels in the United Kingdom.

(2.) No express fee shall be payable by the addressee of such parcel unless and in so far as the sum pre-paid thereon for express delivery of such parcel is less than the express fee payable on an inland parcel.

Re-direction.

13. (1.) Any incoming parcel may be re-directed from its original address, or any substituted address, within the British Islands to any country or place with which a parcel post from the British Islands is established, and in every case of such re-direction there shall be charged on such parcel in respect of such re-direction a new and distinct rate of postage according to the rates for the time being payable in respect of the transmission of a like parcel from the British Islands to the country or place to which it may be re-directed.

(2.) Any incoming parcel may be re-directed from its original address, or any substituted address within the British Islands, to any other address within the British Islands, and in every case of such re-direction there shall be charged on such parcel, in respect of such re-direction, and (if not previously paid) paid by the addressee thereof upon the delivery of such parcel such rate of postage as would in like case be charged upon the parcel were it an inland parcel.

(3.) No parcel re-directed to the British Islands from a place in the United States shall be delivered to the addressee except upon payment of all charges for re-direction or otherwise to which the parcel has become liable in the United States.

Compensation for Loss or Damage.

14. If any article of pecuniary value, enclosed in or forming part of a parcel, be lost or damaged whilst in the course of conveyance by the post under the provisions of this Warrant, the Postmaster-General may pay to any person or to the Express Company, if, in the opinion of the Postmaster-General, such person or the Express Company establishes a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed, and other circumstances) such sum as he may think just.

Provided that—

(1.) In the case of an uninsured parcel the sum paid by way of compensation shall not exceed one pound.

(2.) In the case of an outgoing insured parcel where, in addition to the postage payable in respect of such parcel, a compensation fee of the amount specified in the first column of the schedule hereto (and no

more) is paid in respect of such parcel, the sum paid by way of compensation shall not exceed the sum specified in the second column of the said schedule.

- (3.) In the case of an incoming insured parcel the sum paid by way of compensation shall be such a sum, not exceeding a sum equivalent to six hundred dollars in the currency of the United States, as, having regard to the amount of the compensation fee in addition to the postage paid in respect of such parcel, may be from time to time fixed by agreement between the Postmaster-General and the Express Company.

15. (1.) A parcel which contains coin or any article of jewellery or other precious article shall not be conveyed by post between the British Islands and the United States unless the same is insured.

(2.) The following regulations shall apply to any such parcel if posted without insurance:—

- (i.) If such parcel be received in the British Islands—
 - (a) Such parcel shall be registered, and may be detained for that purpose at any post office.
 - (b) Such parcel shall be charged with a registration fee of fourpence, in addition to all other postage payable thereon.
- (ii.) If such parcel be posted in the British Islands it shall be returned to the sender.
- (iii.) No compensation shall be payable in respect of the loss or damage of such parcel or the contents thereof.

16. The Postmaster-General may give effect to the provisions of this Warrant as to the loss or damage of articles enclosed in or forming part of parcels, out of such aids or supplies as may be from time to time provided and appropriated by Parliament for that purpose, but nothing contained in, or done under, or in pursuance of, this Warrant, shall render him liable, either personally or in his official capacity, to any action or other legal proceeding in respect of, or in consequence of any such loss or damage whether such loss or damage be occasioned by or arise from any act or neglect of any officer of the post office or any other person. And the decision of the Postmaster-General on all questions arising between him and any person claiming payment in respect of the loss or damage of any article enclosed in or forming part of a parcel shall be final and conclusive.

Prohibitions.

17. There shall not be posted or conveyed or delivered by post under this Warrant—

- (a) Parcels containing letters or communications in the nature of a letter (except an invoice in its simplest form);

- (b) Parcels containing live animals (except bees in properly constructed boxes);
- (c) Parcels containing articles, the admission of which is not authorised by the Customs or other laws or regulations of the British Islands or the United States or any other country of origin, destination, or transit.
- (d) Parcels containing explosive or inflammable articles, and, in general, articles the conveyance of which is dangerous;
- (e) Parcels (whether insured or not) containing coin or bullion to a greater value than five pounds unless the coin is clearly designed for ornament.

Non-Compliance with Regulations.

18. In any case not in this Warrant expressly provided for, where any parcel shall be posted or tendered for conveyance or transmitted by post under this Warrant, which in any respect infringes or fails to comply with the regulations herein-before contained or any of them, such parcel may be dealt with or disposed of in such manner as the Postmaster-General may, in his discretion, direct or authorise.

Customs Regulations.

19. Parcels intended to be transmitted by post under the provisions of this Warrant shall not be posted, forwarded, conveyed, or delivered, except subject to such regulations as are referred to in Section 14 of the Post Office (Parcels) Act, 1882.

Application of Inland Parcel Regulations.

20. Except where otherwise provided in this Warrant, the regulations for the time being applicable to inland parcels shall (so far as the same are applicable) apply to parcels transmissible by post under the provisions of this Warrant.

Remission of Postage.

21. The Postmaster-General may, in any case in which he may consider it just and reasonable so to do, remit any postage or any sum made payable under this Warrant.

Printing of Warrant.

22. This Warrant shall be printed from time to time as amended by all Warrants made prior to the date of such printing.

Commencement of Warrant.

23. This Warrant shall come into operation on the 1st day of September, one thousand nine hundred and two.

Date.

Dated this 25th day of August, one thousand nine hundred and two.

H. T. Anstruther,
Ailwyn E. Fellowes,
 Two of the Commissioners of His
 Majesty's Treasury.

Austen Chamberlain,
 His Majesty's Postmaster-General.

Schedule.

Compensation Fee.		Maximum Compensation.	
<i>s. d.</i>		<i>£ s. d.</i>	
0	6	12	0 0
1	0	24	0 0
1	6	36	0 0
2	0	48	0 0
2	6	60	0 0
3	0	72	0 0
3	6	84	0 0
4	0	96	0 0
4	6	108	0 0
5	0	120	0 0

THE GUERNSEY PARCELS (CUSTOMS) WARRANT, 1902,
 DATED OCTOBER 27, 1902,

1902. No. 812.

[This Warrant is printed at p. 6 above].

2. Conveyance of Mails and Letters.

(A) Conveyance of Mails.

(i.) Application of Mail Ships Act, 1891.

THE MAIL SHIPS (FRANCE) ORDER IN COUNCIL, 1892.

At the Court at Osborne House, Isle of Wight, the 6th day of
 February, 1892.

PRESENT :

The Queen's Most Excellent Majesty.	
Lord President,	Mr. Jackson.
Mr. Ritchie,	

Whereas by the Mail Ships Act, 1891,* it is provided that
 where Her Majesty the Queen has made a convention with a

* 54 & 55 Vict. c. 31.

foreign State respecting the postal service between such foreign State and the United Kingdom, or respecting the privileges of mail ships, that is to say, ships engaged in any postal service of such foreign State, or of any part of Her Majesty's dominions, it shall be lawful for Her Majesty in Council to order that the said Act shall, subject to any conditions, exceptions, and qualifications contained in the Order, apply during the continuance of the Order as regards such convention and foreign State and the postal service and mail ships described in the convention ;

And whereas by Section 8 of the said Act it is also provided that an Order in Council may for the purpose of a convention with a foreign State apply the said Act, subject to any exceptions or modifications not inconsistent with the provisions of the said Act, to any British possession, and that the said Act when so applied should, subject to those exceptions and modifications, and subject as therein-after mentioned, have effect as if it were re-enacted, with the substitution of such British possession for the United Kingdom, provided that, before it should be applied to any British possession named in the schedule to the said Act, the Government of such possession should have adhered to the convention ;

And whereas on the 30th day of August, 1890, a convention was made at London between Her Majesty and the President of the French Republic respecting the postal service between France and French possessions and the United Kingdom and British possessions, the terms of which convention are set forth in the schedule to this Order ;

And whereas the ratifications of the said convention were exchanged on the 23rd day of March, 1891 ;

And whereas the Governments of certain of the British possessions named in the schedule to the said Act, namely, Newfoundland, Queensland, New Zealand, Cape of Good Hope, and Natal, have adhered to the said convention ;

And whereas it is expedient that the Mail Ships Act, 1891,* should apply as regards the said convention and the French Republic and the postal service and mail ships described in the said convention ;

And whereas it is also expedient that the said Act should, for the purpose of the said convention, apply to the above-mentioned British possessions, and also to all British possessions not named in the schedule to the said Act, subject to the exceptions and modifications in this Order contained ;

Now, therefore, Her Majesty, by virtue and in exercise of the powers in this behalf by the Mail Ships Act, 1891,* or otherwise in Her Majesty vested, is pleased, by and with the

* 54 & 55 Vict. c. 31.

advice of Her Privy Council, to order, and it is hereby ordered, as follows:—

1. The Mail Ships Act, 1891,* shall apply during the continuance of this Order as regards the convention set forth in the schedule to this Order, and as regards the French Republic and the postal service and mail ships described in that convention.

2. The said Act shall apply as regards any public ship of the French Republic when employed as a mail ship in the cases authorised by Article V. of the said convention.

3. The said Act shall for the purpose of the said convention apply to the following British possessions, namely, Newfoundland, Queensland, New Zealand, Cape of Good Hope, and Natal, and also to every British possession not named in the schedule to the said Act, subject, however, to the provisions of Section 8 of the said Act, and also to the exceptions and modifications following, that is to say :

- (i.) The expression "officer of Customs" shall mean an officer of the Customs department of the possession, or, where there is no such department, an officer or one of the officers appointed for the purposes of the said Act by the governor in council, of which appointment notice shall be published in the Gazette of the possession.
- (ii.) The provisions of the said Act as to the amount of fines shall, in possessions having a dollar or rupee currency, be read as if the amounts were stated in dollars or rupees, as the case may be, at the rate of 5 dollars or 10 rupees to the pound sterling. In Gibraltar the said provisions shall be read as if the amounts were stated in pesetas, at the rate of 25 pesetas to the pound sterling.
- (iii.) In lieu of Sub-sections (1) and (2) of Section 7 of the said Act the following provisions shall be substituted, that is to say: Every offence may be prosecuted and every fine may be recovered by action or other legal proceeding in any court of the possession competent to impose fines, but any fine imposed by a court of inferior or limited jurisdiction shall not exceed either the amount authorised by the said Act and this Order, or the amount of fine which the court may impose in the exercise of its ordinary jurisdiction, whichever of the said amounts shall be the less; and there shall be the same right of appeal (if any) against any such fine as in other cases of fines imposed by the same court in the exercise of its ordinary jurisdiction; and every court, whether of original or appellate jurisdiction, may reduce the amount of any fine.

* 54 & 55 Vict. c. 31.

- (iv.) The regulations required to be made under Sub-section (4) of Section 7 of the said Act, by the Commissioners of Customs with the consent of the Treasury, shall in the possession be made by the Governor in Council.
- (v.) Section 5 of the said Act, so far as relates to the Commissioners of Customs, shall not apply in the possession.

4. This Order may be cited as "The Mail Ships (France) Order in Council, 1892."

And the Most Honourable the Marquis of Salisbury, K.G., and the Right Honourable Lord Knutsford, two of Her Majesty's Principal Secretaries of State, are to give the necessary directions herein as to them may respectively appertain.

C. L. Peel.

SCHEDULE REFERRED TO IN FOREGOING ORDER IN COUNCIL.

CONVENTION between HER MAJESTY and the PRESIDENT of the FRENCH REPUBLIC respecting POSTAL COMMUNICATIONS.

Signed at London, August 30, 1890.

[*Ratifications exchanged at London, March 23, 1891.*]

HER Majesty the Queen of the United Kingdom of Great Britain and Ireland, and the President of the French Republic, alike animated with the desire to fix the special treatment to be accorded to British packets in the ports of France and of the French Colonies and Possessions, and to French packets in the ports of the United Kingdom and of the British Colonies and Possessions, and availing themselves of the right reserved to the Contracting Parties by the Convention of the Universal Postal Union, have resolved to conclude a Convention to that end, and have named for their Plenipotentiaries:

Her Majesty the Queen of the United Kingdom of Great Britain and Ireland, the Right Honourable Robert Arthur Talbot Gascoyne Cecil, Marquis of Salisbury, Earl of Salisbury, Viscount Cranborne, Baron Cecil, Peer of the United Kingdom, Knight of the Most Noble Order of the Garter, member of Her Majesty's Most Honourable Privy Council, Her Majesty's Principal Secretary of State for Foreign Affairs, &c. ;

n 31850.

SA Majesté la Reine du Royaume-Uni de la Grande-Bretagne et d'Irlande, et le Président de la République Française, également animés du désir de déterminer le régime spécial accordé aux paquebots-poste Anglais dans les ports de la France et des Colonies et possessions Françaises, ainsi qu'aux paquebots-poste Français dans les ports du Royaume-Uni et des Colonies et possessions Britanniques, et usant de la faculté réservée aux Parties Contractantes par la Convention de l'Union Postale Universelle, ont résolu de conclure, à cet effet, une Convention, et ont nommé pour leurs Plénipotentiaires :

Sa Majesté la Reine du Royaume-Uni de la Grande-Bretagne et d'Irlande, le Très Honorable Robert Arthur Talbot Gascoyne Cecil, Marquis de Salisbury, Comte de Salisbury, Vicomte Cranborne, Baron Cecil, Pair du Royaume-Uni, Chevalier, du Très Noble Ordre de la Jarrettière, Membre du Très Honorable Conseil Privé de Sa Majesté, Principal Secrétaire d'Etat de Sa Majesté au Département des Affaires Etrangères, &c. ;

3 0

And the President of the French Republic, M. William Henri Waddington, Senator, Member of the Institute, &c., Ambassador of the French Republic to Her Majesty, the Queen of the United Kingdom of Great Britain and Ireland, Empress of India :

Who have agreed upon the following Articles :—

Article I.

Between the Postal Administration of France and the Postal Administration of Great Britain there shall be a regular exchange of correspondence of all kinds, which shall be effected by means of two steam-packet services which shall continue to be maintained or subsidized, the one by the French Government and the other by the British Government on the line between Calais and Dover.

The French Postal Administration and the British Postal Administration shall regulate, by common consent and in accordance with the mutual interests of both countries, the days and hours of departure and arrival of the subsidized packets.

Article II.

Independently of the correspondence which shall be exchanged between the Postal Administrations of the two countries by the means indicated in the preceding Article, those Administrations may reciprocally forward from one to the other correspondence of all kinds by the several means herein-after mentioned, namely : (1) by such packets as the French Government and the British Government may respectively think it right to maintain, to freight, or to subsidize, for the conveyance of correspondence ; (2) by merchant ships plying between French ports and British ports.

Article III.

The commanders of British and French merchant-ships sailing from the ports of France or Algeria for the United Kingdom of Great Britain and Ireland, on the one part, and the commanders of British and French merchant-ships sailing

Et le Président de la République Française, M. William Henri Waddington, Sénateur, Membre de l'Institut, &c., Ambassadeur de la République Française près Sa Majesté la Reine du Royaume-Uni de la Grande-Bretagne et d'Irlande, Impératrice des Indes ;

Lesquels sont convenus des Articles suivants :—

Article I.

Il y aura entre l'Administration des Postes de France et l'Administration des Postes Britanniques, un échange régulier de correspondances de toute nature, au moyen de deux services de paquebots à vapeur, qui continueront à être entretenus ou subventionnés, l'un par le Gouvernement Français et l'autre par le Gouvernement Britannique, sur la ligne de Calais à Douvres.

L'Administration des Postes de France et l'Administration des Postes Britanniques régleront, de concert et dans l'intérêt bien entendu des deux pays, les jours et heures de départ et d'arrivée des paquebots subventionnés.

Article II.

Indépendamment des correspondances qui seront échangées entre les Administrations des Postes des deux pays par la voie indiquée dans l'Article précédent, ces Administrations pourront s'expédier réciproquement des correspondances de toute nature par les différentes voies ci-après désignées, savoir : (1^o) par les paquebots que le Gouvernement Français et le Gouvernement Britannique pourront respectivement juger à propos d'entretenir, de fréter, ou de subventionner pour opérer le transport des correspondances ; (2^o) par les bâtiments du commerce naviguant entre les ports Français et les ports Britanniques.

Article III.

Les capitaines des navires Français et des navires Britanniques du commerce devant appareiller des ports de la France ou de l'Algérie pour le Royaume-Uni de la Grande-Bretagne et d'Irlande, d'une part, et les capitaines des navires Fran-

from the ports of the United Kingdom of Great Britain and Ireland for France or Algeria, on the other part, shall be bound to take charge of the mails which the post offices at the ports of departure may have to deliver to them.

Article IV.

The charges for the conveyance of correspondence exchanged between the French Postal Administration and the British Postal Administration by means of non-contract merchant-ships shall be paid to the commanders or owners of those vessels by the Postal Administration of the country of origin, namely :—

1. At the rate of 5 fr. per kilog. of letters and postcards ;
2. At the rate of 50 centimes per kilog. of other articles.

Article V.

When the packets employed by the French Postal Administration and by the British Postal Administration are national vessels owned by the State, or vessels belonging to companies subsidized for the execution of postal service, such packets cannot be diverted from their destination nor be liable to seizure, embargo, or "Arrêt de Prince."

Passengers on such packets, who may not desire to go on shore during the vessel's stay in a port of either State, cannot be on any account taken from on board.

Nevertheless, the local authorities may claim the expulsion from on board of persons wanted in pursuance of a regular warrant for any crimes or offences who may have taken refuge or embarked in mail-boats, and, in case of necessity, searches may be carried out on board such vessels by the competent authorities. The individuals in question shall then be handed over to them.

It is, however, agreed that the authorities cannot proceed on board unless they have previously given notice, at least one hour before the

vais et des navires Britanniques du commerce devant appareiller des ports du Royaume-Uni de la Grande-Bretagne et d'Irlande pour la France ou l'Algérie, d'autre part, seront tenus de se charger des dépêches que les bureaux de poste des ports de départ pourraient avoir à leur remettre.

Article IV.

Les frais résultant du transport par mer des correspondances échangées entre l'Administration des Postes de France et l'Administration des Postes Britanniques par la voie des bâtiments libres de commerce, seront payés aux capitaines ou armateurs de ces bâtiments par l'Administration des Postes du pays d'origine, savoir :—

1. A raison de 5 fr. par kilog. de lettres et cartes postales ;
2. A raison de 50 centimes par kilog. d'autres objets.

Article V.

Lorsque les paquebots employés par l'Administration des Postes de France et par l'Administration des Postes Britanniques seront des bâtiments nationaux propriété de l'Etat, ou des bâtiments appartenant à des Compagnies subventionnées pour l'exécution du service postal, ces paquebots ne pourront être détournés de leur destination ni être sujet à saisie-arrêt, embargo, ou Arrêt de Prince.

Les passagers admis sur ces paquebots, qui ne jugeraient pas à propos de descendre à terre pendant la relâche dans un port de l'un et l'autre Etat ne pourront sous aucun prétexte être enlevés du bord.

Néanmoins, les autorités locales pourront réclamer l'expulsion du bord des individus recherchés en vertu d'un mandat régulier, pour cause de crimes ou délits, et qui se seraient réfugiés ou embarqués sur des paquebots-poste, et, en cas de nécessité, des recherches pourront être faites à bord de ces paquebots par les autorités compétentes. Les individus dont il s'agit seront alors remis entre leurs mains.

Il est, d'ailleurs, convenu que ces autorités ne devront se rendre à bord qu'après avoir donné préalablement, c'est-à-dire, au moins une

search, to the Consulate or Vice-Consulate, in order that the Consul or Vice-Consul, or his delegate, may be present at the searches in question. The letter giving notice shall be addressed to the Consul or Vice-Consul, and shall state the exact hour, and if the agents neglect either to appear in person or to be represented, the proceedings shall go on in their absence.

The execution of such measures shall not delay the departure of the vessel for more than an hour after the time of departure fixed in the time-tables of the company, which must be duly communicated by the respective companies to the authorities of each port of call.

The present Article shall not apply to packets entrusted with a mail service and belonging to Companies subsidized by either State, until a bond has been entered into, once for all, by the said companies to satisfy, after due hearing and definite decision, the legal consequences of any liability incurred either by the captains of their packets or by the companies themselves.

The aforesaid bond must be guaranteed by a security within the jurisdiction of the tribunals of the country in which the bond may have been entered into.

Article VI.

The packets of the two Administrations shall be at liberty to take on board, or land at the ports of the two countries at which they touch, whether regularly or accidentally, specie and gold and silver bullion, as well as passengers, of whatever nation they may be, with their wearing apparel or baggage, on condition that the captains of those packets shall submit to the sanitary, police, and customs regulations of those ports concerning the arrival and departure of travellers and merchandise.

Article VII.

The packets of the two Administrations may enter and leave the ports of the two States at any hour of the day or night. They may also, if

heure avant l'opération, avis au Consulat ou Vice-Consulat, afin que le Consul ou Vice-Consul, ou son délégué, assiste aux recherches en question. La lettre d'avis qui sera adressée au Consul ou Vice-Consul indiquera une heure précise, et si les Agents négligeaient de s'y rendre en personne ou de se faire représenter par un délégué, il sera procédé en leur absence.

L'exécution de ces mesures ne pourra retarder le départ du navire plus d'une heure après l'heure du départ fixée par les horaires de la Compagnie, horaires qui devront être dûment communiqués par ces Compagnies aux autorités de chaque port de relâche.

Le présent Article n'aura d'application à l'égard des paquebots chargés d'un service postal, et appartenant à des Compagnies subventionnées par l'un ou l'autre État, qu'après engagement pris, une fois pour toutes, par les dites Compagnies, de satisfaire, après avoir été dûment entendues, et après décisions définitives, aux conséquences légales des responsabilités qui auraient été encourues tant par les capitaines de leurs paquebots que par elles-mêmes.

Le susdit engagement devra être garanti par une caution justiciable des Tribunaux du pays dans lequel cet engagement aura été souscrit.

Article VI.

Les paquebots des deux Administrations pourront embarquer ou débarquer dans les ports des deux États où ils aborderont, soit régulièrement, soit accidentellement, des espèces et des matières d'or ou d'argent, ainsi que des passagers de quelque nation qu'ils puissent être, avec leurs hardes ou effets personnels, sous la condition que les capitaines de ces paquebots se soumettront aux Règlements Sanitaires de Police et de Douane de ces ports, concernant l'entrée et la sortie des voyageurs et des marchandises.

Article VII.

Les paquebots des deux Administrations pourront entrer dans les ports des deux États ou en sortir à toute heure du jour ou de la nuit.

they think proper, without anchoring, embark or disembark the mails and passengers, in the roads or at the entrance of the harbours, so long as they observe the Regulations referred to in the preceding Article.

Article VIII.

Whenever a packet carrying mails shall be compelled to put into any port of either of the two States other than that at which such packet ought to touch, the administration on whose territory the said mails shall be landed shall use the most certain and expeditious means of forwarding them to their destination.

Article IX.

In case of war between the two nations, the packets of the two Administrations shall continue their navigation, without impediment or molestation, until a notification is made on the part of either of the two Governments of the discontinuance of postal communications; in which case they shall be permitted to return freely, and under special protection, to their respective ports.

Article X.

The captains of the packets engaged in the conveyance of the respective mails of the two Administrations are forbidden to take charge of any letter not included in those mails, with the exception, however, of dispatches of their Governments. They must take care that no letters are conveyed illegally by the crews or passengers, and they must give information in the proper quarter of any infringement which may be committed in this respect.

Article XI.

There shall be reserved in the vans, carriages, or trucks conveying between Modane and Calais the mails from the East Indies for Great Britain, or from Great Britain for the East Indies, a place free of charge for a British courier, who shall keep the said mails under his special care, and who shall have the right to be present at the disinfection of the correspondence contained in those mails whenever it shall take place,

Ils pourront aussi, sans mouiller, s'ils le jugent convenable, envoyer ou faire prendre en rade ou à portée des ports, la correspondance et les passagers, sauf observation des Règlements mentionnés dans l'Article précédent.

Article VIII.

En cas de relâche forcée d'un paquebot porteur de dépêches, dans un port de l'un des deux États, autre que celui où ce paquebot devait aborder l'Administration sur le territoire de laquelle ces dépêches auront été débarquées devra employer les moyens les plus sûrs et les plus prompts pour les faire parvenir à destination.

Article IX.

En cas de guerre entre les deux nations, les paquebots des deux Administrations continueront leur navigation sans obstacle ni molestation, jusqu'à notification de la rupture des communications postales faite par l'un des deux Gouvernements, auquel cas il leur sera permis de retourner librement, et sous protection spéciale dans leurs ports respectifs.

Article X.

Il est défendu aux commandants des paquebots employés ou transport des dépêches respectives des deux Administrations de se charger d'aucune lettre en dehors de ces dépêches, excepté, toutefois, celles de leur Gouvernement. Ils veilleront à ce qu'il ne soit pas transporté de lettres en fraude par leurs équipages ou par les passagers, et ils dénonceront à qui de droit les infractions qui pourront être commises.

Article XI.

Il sera réservé dans les fourgons, voitures, ou wagons qui transporteront entre Modane et Calais les dépêches des Indes Orientales pour la Grande-Bretagne, ou de la Grande-Bretagne pour les Indes Orientales, une place gratuite pour un courrier Britannique, qui conservera les dites dépêches sous sa garde particulière, et qui pourra assister à la purification des correspondances contenues dans ces

and at all other operations to which the said correspondence may be subjected.

The same advantages shall be granted in the territory of Great Britain to the couriers of the French Postal Administration, should that Administration think proper to send a French courier in charge of mails containing correspondence from or for France passing through Great Britain and paid for at special transit rates.

Article XII.

The British Postal Administration and the Postal Administration of France shall nominate, by mutual consent, the offices through which the exchange of correspondence shall respectively take place. They shall also determine the direction of the correspondence reciprocally transmitted, and shall settle the arrangements relating to the preparation and liquidation of the accounts arising out of the reciprocal transmission of correspondence, as well as every other matter of detail or arrangement necessary to insure the execution of the stipulations contained in the present Convention.

It is understood that the measures above alluded to may be modified by the two Administrations whenever those Administrations recognize, by mutual consent, the necessity for modification.

Article XIII.

The Postal Administrations of the two countries are authorized to determine, by mutual consent, the conditions of the conveyance, by French services, of the mails to or from British Colonies not comprised in the Postal Union, as well as the conditions of the conveyance, by British services, of the mails of French origin destined for those Colonies, or passing in transit through their territories.

The same Administrations may also fix, by mutual consent, the rates of postage applicable to correspondence exchanged between France and French Colonies on one side, and British Colonies not comprised in the Postal Union on the other side.

dépêches toutes les fois qu'elle devra avoir lieu, et à toutes les autres opérations auxquelles ces correspondances pourraient être soumises.

Les mêmes avantages seront accordés sur le territoire de la Grande-Bretagne aux courriers de l'Administration des Postes de France, dans le cas où cette Administration jugerait à propos de faire accompagner par un courrier Français les dépêches contenant les correspondances de ou pour la France transitant par la Grande-Bretagne et donnant lieu à des frais de transit spéciaux.

Article XII.

L'Administration des Postes Britanniques et l'Administration des Postes de France désigneront, d'un commun accord, les bureaux par lesquelles devra avoir lieu l'échange des correspondances respectives. Elles régleront également la direction des correspondances transmises réciproquement, et arrêteront les dispositions relatives à la formation et à la liquidation des comptes résultant de la transmission réciproque de correspondances, ainsi que toute autre mesure de détail ou d'ordre nécessaire pour assurer l'exécution des stipulations de la présente Convention.

Il est entendu que les mesures désignées ci-dessus pourront être modifiées par les deux Administrations toutes les fois que, d'un commun accord, ces deux Administrations en reconnaîtront la nécessité.

Article XIII.

Les Administrations Postales des deux pays sont autorisées à déterminer, d'un commun accord, les conditions de transport, par les services Français, des malles à destination ou provenant des Colonies Britanniques non comprises dans l'Union Postale, aussi bien que les conditions de transport, par les services Anglais, des malles d'origine Française destinées à ces Colonies, ou passant en transit par leurs territoires.

Les mêmes Administrations peuvent aussi fixer, d'un mutuel accord, les tarifs postaux applicables aux correspondances échangées entre la France et les Colonies Françaises d'une part, et les Colonies Anglaises non comprises dans l'Union Postale d'autre part.

Article XIV.

The present Convention shall be carried into effect as soon as possible, and it shall continue in force until one of the two contracting parties shall have announced to the other, one year in advance, its intention to terminate it.

Article XV.

The stipulations of the present Convention shall be applicable to all the Colonies and Possessions of Her Britannic Majesty, excepting to those herein-after named, that is to say, except to :—

India.
The Dominion of Canada.
Newfoundland.
The Cape.
Natal.
New South Wales.
Victoria.
Queensland.
Tasmania.
South Australia.
Western Australia.
New Zealand.

Provided always that the stipulations of the present Convention shall be made applicable to any of the above-named Colonies or Possessions on whose behalf notice to that effect shall have been given by Her Britannic Majesty's Representative at Paris to the Government of the French Republic within one year from the date of the signature of the present Convention.

The Government of Her Britannic Majesty engages to invite the Governors of those Colonies to recommend the adoption of the present Convention to the proper authorities.

The stipulations of the present Convention shall be applicable to all the Colonies and possessions of France.

Article XVI.

The present Convention shall be ratified, and the ratification shall be exchanged as soon as possible.

In witness thereof, the undersigned have signed the present Convention, and have affixed thereto the seal of their arms.

Done at London, the 30th day of August, 1890.

(L.S.)
(L.S.)

Article XIV.

La présente Convention sera mise à exécution le plus tôt possible, et elle demeurera obligatoire jusqu'à ce que l'une des deux Parties Contractantes ait annoncé à l'autre, un an à l'avance, son intention d'en faire cesser les effets.

Article XV.

Les stipulations de la présente Convention seront applicables à toutes les Colonies et Possessions de Sa Majesté Britannique, à l'exception de celles ci-après dénommées, savoir :—

L'Inde.
Le Canada.
Terre-Neuve.
Le Cap.
Natal.
La Nouvelle-Galles du Sud.
Victoria.
Queensland.
La Tasmanie.
L'Australie du Sud.
L'Australie Occidentale.
La Nouvelle-Zélande.

Toutefois, les stipulations de la présente Convention deviendront applicables à l'une des Colonies ou Possessions ci-dessus indiquées si, en leur nom, une notification à cet effet a été adressée par le Représentant de Sa Majesté Britannique à Paris au Gouvernement de la République Française un an après la date de la signature de la présente Convention.

Le Gouvernement de Sa Majesté Britannique s'engage à inviter les Gouverneurs de ces Colonies à recommander l'adoption de la présente Convention aux Administrations compétentes.

Les stipulations de la présente Convention seront applicables à toutes les Colonies et possessions de la France.

Article XVI.

La présente Convention sera ratifiée, et les ratifications en seront échangées aussitôt que faire se pourra.

En foi de quoi les Soussignés ont signé la présente Convention, et y ont apposé le sceau de leurs armes.

Fait à Londres, le 30 Août, 1890.

Salisbury.
Waddington.

**"THE MAIL SHIPS (FRANCE) ORDER IN COUNCIL, 1892
(SOUTH AUSTRALIA AND WESTERN AUSTRALIA)."**

At the Court at Osborne House, Isle of Wight, the 5th day of August, 1892.

PRESENT :

The Queen's Most Excellent Majesty.

Lord President,
Lord Privy Seal,

Lord Chamberlain.

Whereas on the thirtieth day of August, One thousand eight hundred and ninety, a convention was made at London between Her Majesty and the President of the French Republic respecting the postal service between France and French possessions and the United Kingdom and British possessions, the terms of which convention are set forth in the schedule to the Mail Ships (France) Order in Council, 1892 ;*

And whereas the ratifications of the said convention were exchanged on the twenty-third day of March, One thousand eight hundred and ninety-one ;

And whereas by Section 8 of the Mail Ships Act, 1891,† it is provided that an Order in Council may for the purpose of a convention with a foreign State apply the said Act, subject to any exceptions or modifications not inconsistent with the provisions of the said Act, to any British possession, and that the said Act when so applied should, subject to those exceptions and modifications and subject as therein-after mentioned have effect as if it were re-enacted, with the substitution of such British possession for the United Kingdom, provided that, before it should be applied to any British possession named in the schedule to the said Act the government of such possession should have adhered to the convention ;

And whereas the Governments of certain of the British possessions named in the schedule to the said Act, namely, South Australia and Western Australia, have adhered to the said convention ;

And whereas it is expedient that the said Act should, for the purpose of the said convention, apply to the above-mentioned British possessions, subject to the exceptions and modifications in this Order contained :

Now, therefore, Her Majesty, by virtue and in exercise of the powers in this behalf by the Mail Ships Act, 1891,† or otherwise in Her Majesty vested, is pleased, by and with the advice of Her Privy Council, to order, and it is hereby ordered, as follows :—

1. The Mail Ships Act, 1891,† shall for the purpose of the said convention apply to the following British possessions,

* Printed at p. 94 above.

† 54 & 55 Vict. c. 31.

namely, South Australia and Western Australia, subject, however, to the provisions of Section 8 of the said Act, and also to the exceptions and modifications following, that is to say:—

- (i.) The expression "officer of Customs" shall mean an officer of the Customs department of the possession.
 - (ii.) In lieu of Sub-sections (one) and (two) of Section 7 of the said Act the following provisions shall be substituted, that is to say: Every offence may be prosecuted and every fine may be recovered by action or other legal proceedings in any court of the possession competent to impose fines, but any fine imposed by a court of inferior or limited jurisdiction shall not exceed either the amount authorised by the said Act or the amount of fine which the court may impose in the exercise of its ordinary jurisdiction, whichever of the said amounts shall be the less; and there shall be the same right of appeal (if any) against any such fine as in other cases of fines imposed by the same court in the exercise of its ordinary jurisdiction; and every court, whether of original or appellate jurisdiction, may reduce the amount of any fine.
 - (iii.) The regulations required to be made under Sub-section (four) of Section 7 of the said Act, by the Commissioners of Customs with the consent of the Treasury, shall in the possession be made by the Governor in Council.
 - (iv.) Section 5 of the said Act, so far as it relates to the Commissioners of Customs, shall not apply in the possession.
2. The said Act shall apply as regards any public ship of the French Republic when employed as a mail ship in the cases authorised by Article V. of the said convention.
3. This Order may be cited as "The Mail Ships (France) Order in Council 1892 (South Australia and Western Australia)."

C. L. Peel.

ORDER IN COUNCIL, DATED MAY 16, 1893, "THE MAIL SHIPS (FRANCE) ORDER IN COUNCIL. (INDIA), 1893."

At the Court at Windsor, the 16th day of May, 1893.

PRESENT:

The Queen's Most Excellent Majesty.	
Lord President,	Mr. Secretary Asquith.
Marquess of Ripon,	

Whereas *Here follow the first recitals down to the words "British Possessions" and the second recital to the Order in Council of August 5, 1892, printed at p. 104, above.]*

And whereas by the Mail Ships (France) Order in Council 1892,* the Mail Ships Act, 1891† is applied during the continuance of that Order as regards the said Convention, and as regards the French Republic and the postal service and mail ships described in that convention;

And whereas by Section 8 of the said Act it is provided that an Order in Council may, for the purpose of a Convention with a foreign State, apply the said Act, subject to any exceptions or modifications not inconsistent with the provision of the said Act, to any British possession, and that the said Act, when so applied, should, subject to those exceptions and modifications, and subject as therein-after mentioned, have effect as if it were re-enacted, with the substitution of such British possession for the United Kingdom, provided that, before it should be applied to any British possession named in the schedule to the said Act, the Government of such possession should have adhered to the convention;

And whereas the Government of India, one of the possessions named in the schedule to the said Act, has adhered to the said convention, and it is expedient that the said Act should, for the purposes of the said convention, apply to India subject to the exceptions and modifications in this Order contained;

Now, therefore, Her Majesty, by virtue and in exercise of the powers in this behalf by the Mail Ships Act, 1891,† or otherwise in Her Majesty vested, is pleased by and with the advice of Her Privy Council, to order, and it is hereby ordered, as follows:—

1. The Mail Ships Act, 1891,† shall for the purposes of the said convention apply to India, subject to the provisions of Section 8 of the said Act, and also to the exceptions and modifications following, that is to say:—

- (1.) The expression "officer of customs" means an officer of Customs authorised under the Sea Customs Act, 1878, or other law for the time being regulating sea customs in India.

* Printed at p. 94 above.

† 54 & 55 Vict. c. 31.

- (2.) The provisions of the said Act as to the amount of fines shall be read as if the amounts were stated in rupees at the rate of 10 rupees to the pound sterling.
- (3.) In lieu of Sub-sections 1 and 2 of Section 7 of the said Act, the following provisions shall be substituted, that is to say :

Every fine under the said Act, if exceeding 500 rupees, may be recovered by suit in the principal civil court having original jurisdiction in the place in which the person liable to the fine may be found.

A fine under the said Act not exceeding 500 rupees may be recovered by criminal proceedings before a presidency magistrate, or magistrate of the first class having jurisdiction in the place in which the person liable to the fine may be found, provided that (a) every offence for which a fine exceeding 500 rupees can be imposed under the said Act may be prosecuted before such magistrate, but the fine imposed on such conviction shall not exceed 500 rupees ; and (b) in every case of conviction and fine by a magistrate there shall be an appeal to the same court as in other cases of fine of such amount as, under the law for the time being in force in India, to give a right of appeal.

Every court, whether of original or appellate jurisdiction, may reduce the amount of any fine.

- (4.) The regulations required to be made under Sub-section 4 of Section 7 of the said Act by the Commissioners of Customs with the consent of the Treasury shall in India be made by the Governor-General in Council.
- (5.) Section 5 of the said Act, so far as relates to the Commissioners of Customs, shall not apply to India.

2. The said Act shall apply as regards any public ship of the French Republic when employed as a mail ship in the cases authorised by Article V. of the said convention.

3. This Order may be cited as "The Mail Ships (France) Order in Council (India), 1893."

And the Right Honourable the Earl of Rosebery, K.G., and the Right Honourable the Earl of Kimberley, K.G., two of Her Majesty's Principal Secretaries of State, are to give the necessary directions herein as to them may respectively appertain.

C. L. Peel.

"THE MAIL SHIPS (FRANCE) ORDER IN COUNCIL (NEW SOUTH WALES), 1894."

1894. No. 235.

At the Court at Balmoral, the 15th day of October, 1894.

PRESENT :

The Queen's Most Excellent Majesty.	
Lord President,	Mr. Bryce.
Lord Chamberlain,	

Whereas [*Here follow the first three recitals of the Order in Council of August 5, 1892, printed at p. 104 above.*]

And whereas the Government of New South Wales, one of the British possessions named in the schedule to the said Act, has adhered to the said convention :

And whereas it is expedient that the said Act should, for the purpose of the said convention, apply to New South Wales, subject to the exceptions and modifications in this Order contained :

Now, therefore, Her Majesty, by virtue and in exercise of the powers in this behalf by the Mail Ships Act, 1891,* or otherwise, in Her Majesty vested, is pleased, by and with the advice of Her Privy Council, to order, and it is hereby ordered, as follows :—

1. The Mails Ships Act, 1891.* shall for the purpose of the said convention apply to New South Wales, subject, however, to the provisions of Section 8 of the said Act, and also to the exceptions and modifications following, that is to say :

- (i.) The expression "officer of customs" shall mean an officer of the Customs Department of New South Wales.
- (ii.) In lieu of Sub-section (one) and (two) of Section 7 of the said Act, the following provisions shall be substituted, that is to say : Every offence may be prosecuted and every fine may be recovered by action or other legal proceeding in any court of New South Wales competent to impose fines, but any fine imposed by a court of inferior or limited jurisdiction shall not exceed either the amount authorised by the said Act or the amount of fine which the court may impose in the exercise of its ordinary jurisdiction, whichever of the said amounts shall be the less ; and there shall be the same right of appeal (if any) against any such fine as in other cases imposed by the same court in the exercise of

* 54 & 55 Vict. c. 31.

its ordinary jurisdiction; and every court, whether of original or appellate jurisdiction, may reduce the amount of any fine.

- (iii.) The regulations required to be made under Sub-section (four) of Section 7 of the said Act, by the Commissioners of Customs with the consent of the Treasury, shall in New South Wales be made by the Governor in Council.
- (iv.) Section 5 of the said Act, so far as relates to the Commissioners of Customs, shall not apply to New South Wales.

2. The said Act shall apply as regards any public ship of the French Republic, when employed as a mail ship in the cases authorised by Article V. of the said convention.

3. This Order may be cited as "The Mail Ships (France) Order in Council (New South Wales), 1894."

C. L. Peel.

"THE MAIL SHIPS (FRANCE) ORDER IN COUNCIL (TASMANIA), 1895."

1895. No. 57.

At the Court at Osborne House, Isle of Wight, the 2nd day of February, 1895.

PRESENT :

The Queen's Most Excellent Majesty.	
Lord President,	Lord Kensington,
Marquess of Ripon,	Mr. Cecil Rhodes,
Lord Chamberlain.	

Whereas [*Here follow the first three recitals to the Order in Council of August 5, 1892, printed at p. 104 above.*]

And whereas the Government of Tasmania, one of the British possessions named in the schedule to the said Act, has adhered to the said convention :

And whereas it is expedient that the said Act should, for the purpose of the said convention, apply to Tasmania, subject to the exceptions and modifications in this Order contained :

Now, therefore, Her Majesty, by virtue and in exercise of the powers in this behalf by the Mail Ships Act, 1891,* or otherwise in Her Majesty vested, is pleased, by and with the

* 54 & 55 Vict. c. 31.

advice of Her Privy Council, to order, and it is hereby ordered as follows :

1. The Mail Ships Act, 1891,* shall, for the purpose of the said convention, apply to Tasmania, subject, however, to the provisions of Section 8 of the said Act, and also to the exceptions and modifications following, that is to say :

- (i.) The expression " officer of customs " shall mean an officer of the Customs Department of Tasmania.
- (ii.) In lieu of Sub-sections (one) and (two) of Section 7 of the said Act the following provisions shall be substituted, that is to say : Every offence may be prosecuted and every fine may be recovered by action or other legal proceedings in any court of Tasmania competent to impose fines, but any fine imposed by a court of inferior or limited jurisdiction shall not exceed either the amount authorised by the said Act or the amount of fine which the court may impose in the exercise of its ordinary jurisdiction, whichever of the said amounts shall be the less ; and there shall be the same right of appeal (if any) against such fine as in other cases of fines imposed by the same court in the exercise of its ordinary jurisdiction ; and every court, whether of original or appellate jurisdiction, may reduce the amount of any fine.
- (iii.) The regulations required to be made under Sub-section (four) of Section 7 of the said Act by the Commissioners of Customs, with the consent of the Treasury, shall in Tasmania be made by the Governor in Council.
- (iv.) Section 5 of the said Act, so far as relates to the Commissioners of Customs, shall not apply to Tasmania.

2. The said Act shall apply as regards any public ship of the French Republic, when employed as a mail ship in the cases authorised by Article V. of the said convention.

3. This Order may be cited as " The Mail Ships (France) Order in Council (Tasmania), 1895."

C. L. Peel.

* 54 & 55 Vict. c. 31.

(II.) Exempted Mail Ships.

“THE MAIL SHIPS RULES, 1892,” DATED FEBRUARY 27, 1892.

RULES OF COURT made by the Lord Chancellor and the Judges of the Supreme Court pursuant to the Mail Ships Act, 1891,* together with the Scale of Fees fixed with the concurrence of the Commissioners of Her Majesty's Treasury.

The following Rules under the Mail Ships Act, 1891* (in these Rules referred to as the Act), may be cited as “The Mail Ships Rules, 1892.”

General.

1. All matters within the jurisdiction of the High Court under the provisions of the Act shall be assigned to the Probate, Divorce, and Admiralty Division, and all jurisdiction in relation thereto may be exercised by a Judge at chambers.

Assignment of business to Probate, Divorce, and Admiralty Division.

2. Every application to the Court under the Act shall be intituled in the matter of the Act, and of the Order in Council applying the Act as regards the postal service in respect of which the application is made, and shall be signed by or on behalf of the owner of the ships or ship in respect of which the application is made (in these Rules referred to as the owner), or by a secretary or assistant secretary of the Board of Trade, as the case may be, and shall be filed in the Admiralty Registry.

Form of applications.

3. On the filing of any application under the Act, the Court shall appoint a day for the hearing thereof, having regard to the notice (if any) required to be given in respect of that application; and after the hearing the Court may make such order thereon as the Court may think just.

Hearing of application.

4. Where in any proceeding relating to security notice is required by the Act or these Rules to be given, such notice shall be a notice of three clear days, except where these Rules otherwise provide, but the Court or a Judge may in any case permit such shorter notice as the justice of the case may require.

Notices.

Mode of fixing Security.

5. Every application to the Court to fix the nature and amount of the security which the owner ought to place under the control of the Court for the purpose of the Act shall be divided into paragraphs, describing—

Contents of application to fix security.

(i.) The postal service in respect of which the owner is subsidised, and the names of the ports or places

* 54 & 55 Vict. c. 31.

between which the service is performed, and at which the ships touch in the ordinary course of the service.

- (ii.) The Government, whether, British, colonial, or foreign, from which the owner receives a subsidy in respect of the service.
- (iii.) The nationality of the ships engaged in the service.
- (iv.) The maximum number of ships proposed to be employed and the number intended to be simultaneously engaged in the service, and the aggregate tonnage of such numbers respectively and the tonnage of the largest ship intended to be employed.
- (v.) The amount for which the owner proposes to give his bond, and the nature and amount of the security whereby he proposes such bond to be guaranteed.
- (vi.) The documents filed with the application in accordance with the Act and these Rules.

Certificate and affidavits.

6. Together with the application shall be filed the certificate of a Secretary of State that the owner is subsidised for the execution of the postal service described in the application, and also such evidence on affidavit or otherwise as may be necessary in support of the statements made in the application.

Notice to Board of Trade of application to fix security

7. Ten clear days before the day appointed for the hearing of an application to fix the nature and amount of security, the owner shall serve upon the Board of Trade a notice of the application, accompanying the same with copies of the application and of the affidavits and documents filed therewith.

Real security.

8. Where the Court requires adequate real security to be given by way of mortgage, the mortgage shall be of real property situate in the United Kingdom, made in favour of the Admiralty Registrar, and the instrument of mortgage shall recite that the mortgage is made under the provisions and for the purposes of the Act.

Security consisting of cash or Government securities.

9. Where an order fixing the nature and amount of security directs that the security shall consist wholly or partly of cash or Government securities such cash or securities shall be paid and brought into Court, and subject to the Act and these Rules shall be lodged and dealt with in all respects according to the provisions of the Rules for the time being in force relating to funds in Court.

Disposal of income or dividends accruing on security.

10. Where the security given consists of cash or Government securities the Court may make orders for the disposal of any income or dividends accruing thereon, but any such order may be cancelled or varied if it appears to the Court, having regard to pending claims or other circumstances, that such income or dividends ought to be applied to the enhancement of the security.

11. Where the security given consists wholly or partly of cash, the Court may, on the application of the owner, and in accordance with the Rules for the time being in force relating to funds in Court, direct such cash or any part thereof to be invested, and, if necessary, accumulated.

Investment of cash security.

Procedure carrying out Exemption.

12. On the completion of the security in accordance with the order of the Court, the Admiralty Registrar shall forthwith give information thereof to the Board of Trade, and thereupon the Board of Trade shall publish a notice, intituled in the matter of the Act and of the Order in Council whereby the Act is applied as regards the postal service in respect of which the security has been given, and of the Order in Council (if any) whereby the Act is applied to any British possession, and reciting so much of the order of the Court as relates to the maximum number and tonnage of the ships to which the security is to apply, and requiring all arresting authorities to take notice that from and after the date therein mentioned (being the day on which the security was completed in accordance with the order of the Court), all the ships of the owner actually engaged in the said postal service are to be deemed exempted mail ships within the meaning of the Act.

Notice of exemption.

13. As soon as may be after security is given in accordance with an order of the Court, the owner shall lodge in the Admiralty Registry a list of the ships actually engaged in the postal service, in respect of which the security has been given, mentioning the tonnage and port of registry of each ship, and shall also from time to time, as often as any ships are added or substituted for the purposes of that postal service, lodge in the Admiralty Registry a corrected list as aforesaid. A copy of every such list shall be transmitted to the Board of Trade for publication.

List of ships entitled to exemption.

14. If notwithstanding its exemption any exempted mail ship is arrested in the United Kingdom, the Board of Trade on being informed by the owner of such arrest and of the arresting authority, and on being satisfied that the ship is an exempted mail ship, shall forthwith send a special notice to the arresting authority informing him that the ship is an exempted mail ship, and as such entitled to release.

Arrest of exempted mail ship.

Application to make Security sufficient, or to vary and withdraw.

15. Every application to the Court by the Board of Trade to require that any security shall be made sufficient, shall recite or describe the previous orders of the Court (if any) relating to the security, and shall also state the nature and amount of the security for the time being under the control of the Court, and the names and tonnage of the ships to

Application by Board of Trade to make security sufficient.

which the security for the time being applies, and the causes, whether pending claims, variation of the conditions of the service or otherwise, whereby it appears to the Board of Trade that the security has become insufficient, and such application shall be accompanied by such evidence (if any) on affidavit or otherwise as may be necessary in support of any statements made therein which are not within the cognizance of the Board of Trade.

Application to vary or withdraw security.

16. An application by an owner to vary or withdraw any security shall recite or describe the previous orders of the Court relating to the security, and the nature and amount of the security for the time being, and in case of an application to vary shall state the grounds upon which, and the mode in which, the owner desires the security to be varied. Every application to vary shall be accompanied by such evidence on affidavit or otherwise as may be necessary in support of the application.

Order for withdrawal.

17. An order of the Court for the withdrawal of security shall, in the first instance, be provisional, but the Court may, subject to these Rules, make the order absolute on the application of the owner.

Notice to arresting authorities of provisional order of withdrawal.

18. When a provisional order has been made for the withdrawal of security, the Admiralty Registrar shall give notice thereof to the Board of Trade, and thereupon the Board of Trade shall publish notices to all arresting authorities, in like manner as hereinbefore provided, reciting such order and notifying that, after the day named in the notice (such day not being earlier than a reasonable time after the publication of the notice), the Court may, on the application of the owner, make the order absolute, unless it appears to the Court that any pending claims exist for the purposes of which the security is required.

Cesser of Exemption.

Notice of cesser of exemption.

19. Where on the application of the Board of Trade an order is made that any security shall be made sufficient within a time fixed, and default is made therein, or where an order for the withdrawal of any security is made absolute, the Admiralty Registrar shall forthwith notify the Board of Trade of such default or order absolute, as the case may be, and the Board of Trade shall thereupon publish a notice to the effect that the mail ships in respect of which such default is made or such order is made absolute, have since the date of the default or order absolute, as the case may be, ceased to be exempted mail ships.

Proof of exemption and cesser.

20. Without prejudice to any other mode of proof a notice published by the Board of Trade containing the names of the exempted mail ships of any owner, or until such notice is published a like notice declaring that all ships of the owner

engaged in the postal service to which any security applies are exempted mail ships, shall be evidence of the exemption of any mail ship named in such notice, or proved to have been at the date of an arrest actually engaged in the said postal service, but such evidence may be rebutted by any subsequently published notice by the Board of Trade containing a corrected list of the exempted mail ships of that owner, or declaring that the ships of that owner have ceased to be exempted mail ships, or by proof that the number and the tonnage of the ships for the time being engaged in the postal service in respect of which the security was given, exceeds the number and tonnage of the ships to which the security applies.

Procedure in case of Actions against Exempted Mail Ships.

21. An action may be commenced in the High Court against the owners of an exempted mail ship in the like cases and by a like writ of summons as an Admiralty action *in rem*. Writ of summons as in actions *in rem*.

22. Every order of the Court directing any security consisting of cash or Government securities to be applied shall be forthwith notified by the Admiralty Registrar to the Paymaster-General. Notice of orders to Paymaster-General.

23. In making orders for the application of the security, the Court may, so far as circumstances permit, give the like directions as to priorities as the Court could give in the case of proceeds of property under the control of the Court. Priority of application orders.

Publication of Notices by Board of Trade.

24. Where any notice respecting any exempted mail ship or any security is by these Rules required to be published, the Board of Trade shall forthwith publish the same in the "London Gazette," and also, if the case so requires, in the Edinburgh or Dublin Gazette, and where the exemption or security affects any British possession the Board of Trade shall also forthwith send a copy of such notice to a Secretary of State for publication in that possession, and every notice so published shall be deemed to be notice to all arresting authorities in each part of the United Kingdom, and in such British possession respectively. Mode of publication of notices by Board of Trade.

25. The forms in the schedule, with such variations as circumstances may require, shall be used in proceedings under the Act. Forms.

The 27th day of February, 1892.

Schedule.

No. 1.

Form of Application to fix Security.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the Order in Council, 189 .

I, A.B., being the owner [or, on behalf of C.D. and others, or of the Company, the owners] of certain ships, do hereby apply to this honourable Court to fix the security to be given by me under the provisions of the said Act, as follows :—

1. I am [or the said C.D. and others, or, &c., are] subsidised for the execution of a postal service within the meaning of the convention mentioned in the said Order in Council, being a convention to which the said Act applies, that is to say, for the carrying of mails between. &c. [or, as the case may be, stating shortly the nature of the postal service and the names of the ports or places, &c.].
 2. The subsidy in respect of the said service is received from the Government of the United Kingdom [or the foreign state to which the convention applies].
 3. The ships engaged in the said service are British [or, &c.] ships.
 4. The following are the particulars of the ships engaged in the service :—
 - (a) Maximum number,
 - (b) Aggregate tonnage of maximum number,
 - (c) Number simultaneously engaged,
 - (d) Aggregate tonnage of such number,
 - (e) Tonnage of largest ship,
 5. The security proposed to be given is as follows.—A bond for the sum of l., guaranteed by &c. [state nature and amount of guarantee].
 6. The following documents are filed with this application, viz. :— [give list of documents].
- Filed this day of , 189 .

(Signed) A.B.

Address for service,

No. 2.

Form of Application by Board of Trade.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the Order in Council, 189 .

I, E.F., an Assistant Secretary of the Board of Trade, do hereby, on behalf of the said Board, apply to this honourable Court, pursuant to the said Act, for an Order requiring that the security given by (name of owner) shall be made sufficient, and say as follows :—

1. By an order made, &c., this Court fixed the security to be given by the said owner, namely (state nature and amount).
 - [1A. State any previous orders of the Court requiring security to be made sufficient.]
 2. The security now under the control of the Court consists of, &c.
 3. The names and tonnage of the ships to which the said security for the time being applies are, &c.
 4. The said security now under the control of the Court appears to the Board of Trade to be insufficient for the following reasons, viz., &c.
 5. I append to this application the following affidavits, viz., &c.
- Filed this day of , 189 .

(Signed) E.F.,

Assistant Secretary to the Board of Trade.

No. 3.

Form of Application to vary or withdraw Security.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of
the Order in Council, 189 .

I, *A.B.* [*or, &c.*] being the owner of certain ships in respect of which security has been given under the provisions of the said Act, do hereby apply to this honourable Court as follows :—

1. By an order made, &c., this Court fixed the security to be given by the said owner, namely (*state nature and amount*).
- [1*A.* *State any previous orders of the Court requiring security to be made sufficient.*]
2. The security now under the control of the Court consists of, &c.
3. The names and tonnage of the ships to which the said security for the time being applies are, &c.
4. I hereby apply to the Court for an order that the security now under the control of the Court may be varied for the following reasons, &c. [*or to be withdrawn*].
5. I desire that the said security may be varied in manner following, &c.
6. I append to this application the following affidavits, &c.

No. 4.

Notice to the Board of Trade.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of
the Order in Council, 189 .

I, *A.B.* [*or G.H.*, solicitor for *A.B.* of , *or C.D.* and others], hereby give notice that an application under the said Act was on the day of , 189 filed in the Admiralty Registry, for an order fixing the nature and amount of the security to be given [*or varying or withdrawing the security given, or requiring the security given by A.B. to be made sufficient*] in respect of ships engaged in the postal service mentioned in the said application, and that the Court has appointed the day of next for the hearing thereof.

The day of

, 189 .
(Signed) *A.B.* [*or G.H.*, solicitor for the
above-named *A.B.*]

No. 5.

Form of Bond by Owner.

Be it known that I [*obligor*] of &c. am bound and do hereby bind myself unto Sir Charles Parker Butt, President of the Probate, Divorce, and Admiralty Division of Her Majesty's High Court of Justice in the sum of £., to be paid to the said Sir Charles Parker Butt, or to the President of the said Division for the time being.

Sealed with my seal.

Dated the day of , in the year of Our Lord, one thousand eight hundred and ninety.

Whereas the said *A.B.* has applied to the High Court under the provisions of the Mail Ships Act, 1891, to fix the security to be given by him in respect of certain ships engaged in &c. (*describe postal service*), and the said Court has on the day , 189 made an order upon

such application ; And whereas on such security being given the said ships will be exempted mail ships and not liable to be arrested or detained by any arresting authority either in the United Kingdom or in any British Possession to which the security applies, either for the purposes of founding jurisdiction in any Court of Admiralty, or of enforcing the payment of any damages, fine, or other claim or sum, or of enforcing any forfeiture.

Now the condition of the above bond is such that if at any time before the Court makes an order absolute for the withdrawal of such security, the said *A.B.* shall pay, or cause to be paid, all such damages, fines, debts, claims, or sums as the said *A.B.* shall become liable to pay in respect of any of the said ships which might, if it were not an exempted mail ship, be arrested by any arresting authority, either in the United Kingdom or in such British Possession as aforesaid, then the above written obligation shall be void and of no effect, but otherwise it shall remain in full force.

No. 6.

Bond of Surety.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the
the Order in Council, 189 .

Whereas *A.B.* has applied to the High Court to fix the security to be given by him in respect of certain ships engaged in the postal service mentioned in the application, and the High Court has made an order upon such application :

And whereas on such security being given the said ships will be exempted mail ships and not liable to be arrested or detained by any arresting authority either in the United Kingdom or in any British Possession to which the security applies, either for the purpose of founding jurisdiction in any Court of Admiralty or of enforcing the payment of any damages fines or other claim or sum, or enforcing any forfeiture.

Now, therefore, I, *J. S.*, hereby submit myself to the jurisdiction of the said Court, and consent that if he, the said *A.B.*, shall not pay all such damages, fines, debts, or other claims or sums as aforesaid, which he may be adjudged by any court in the United Kingdom or in any British Possession to which the said security applies, to pay in respect of any ship which might, if it were not an exempted mail ship, be arrested by any arresting authority, either in the United Kingdom or in such British Possession as aforesaid, execution may issue forth against me, my heirs, executors, and administrators, goods and chattels for a sum not exceeding *l.*

(Signed) *J.S.*

This bond was signed by the said the day of
189 .

Before me,
(A Commissioner, &c.)

No. 7.

Notice of completion of Security.

In the High Court of Justice,

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the
the Order in Council, 189 , and in the matter of the
security of *A.B.*

Notice is hereby given that the security of the said *A.B.* was on the day of _____, 189____, completed in accordance with the order of the Court made on the _____ last, and is now under the control of the Court.

This _____ day of _____, 189____, (Signed) *M.N.*,
To the Board of Trade. Registrar.

No. 8.

Notice by the Board of Trade of Exemption.

In the High Court of Justice.

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the _____ Order in Council, _____.

Whereas an application has been made to the High Court of Justice to fix the security to be given, under the provisions of the said Act, by *A.B.*, being the owner of certain ships engaged in (*describe the postal service*), for the execution of which service the said *A.B.* is subsidized by the Government:

And whereas the High Court on such application did on the day of _____, 189____ fix the security so to be given as follows:—[*state nature and amount*]:

And whereas on the _____ day of _____ last the said security was given and completed, and is now under the control of the Court.

And whereas the security so given by the said *A.B.* applies to all ships of the said *A.B.* actually engaged in the said postal service [*or to the following ships, namely, &c.*]:

Now, therefore, the Board of Trade, in pursuance of the said Act, hereby give notice to every arresting authority in the United Kingdom—that is to say, every Court, authority, or officer having power to arrest or detain a ship, or arrest a person on board a ship, or to order such arrest or detention, or to order the execution of any process, civil or criminal, for the arrest of a person on board any ship—that all [*or, the said*] ships of the said *A.B.*, for the time being actually engaged in carrying mails for the said postal service, are to be deemed exempted mail ships, and entitled to the exemptions and privileges given by the said Act to exempted mail ships.

(Signed) *E.F.*,
Board of Trade, Assistant Secretary.
This _____ day of _____, 189____.

No. 9.

Notice to the Board of Trade of Provisional Order for withdrawal.

In the High Court of Justice.

Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of the _____ Order in Council, 189____, and in the matter of the security given by *A.B.*

Notice is hereby given that a provisional order has been made for the withdrawal of the above-mentioned security, and that the Court may, on application and on being satisfied as provided by the said Act, proceed to make the same absolute.

This _____ day of _____, 189____, (Signed) *M.N.*,
To the Board of Trade. Registrar.

No. 10.

Notice by Board of Trade of Provisional Order for withdrawal.

In the High Court of Justice,
Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of
the Order in Council, 189 , and in the matter of the
security given by A.B.

Whereas A.B., being the owner of certain ships engaged in (*describe the postal service*), has given security under the said Act, and the said ships are now exempted mail ships :

And whereas the said security now under the control of the Court consists of, &c. :

And whereas on the the Court, on the application of the said A.B., made a provisional order for the withdrawal of the said security :

Now, therefore, the Board of Trade, in pursuance of the said Act, hereby give notice to every arresting authority in England and Wales [*or as the case may be*], that is to say, &c. [*as in Form No. 7*], that on and after the next the said ships shall, as respects every such authority, cease to be exempted mail ships within the meaning of the said Act, and that the Court may, on application and on being satisfied as required by the said Act, permit the said security to be withdrawn from the control of the Court.

Board of Trade,
This day of , 189 (Signed) E.F.,
Assistant Secretary.

No. 11.

Notice by Board of Trade of Cesser of Exemption.

In the High Court of Justice,
Probate, Divorce, and Admiralty Division.

In the matter of the Mail Ships Act, 1891, and in the matter of
the Order in Council, 189 , and in the matter of the
security of A.B., &c.

Whereas A.B., an owner of exempted mail ships under the said Act. in respect of the carrying the mails, &c. [*describe postal service*], was required by order of the Court, dated the day of , 189 , to make his security sufficient to the satisfaction of the Court on or before the day of last, and has made default therein :

[*Or* whereas A.B., &c., has applied to the Court for an order withdrawing his security given under the said Act, and the Court has made an order absolute for such withdrawal] :

Now, therefore, the Board of Trade, in pursuance of the said Act, hereby give notice to every arresting authority, that is to say, &c. [*as in Form No. 6*], that the ships of the said A.B. have since the [*insert date of default or of order absolute, as the case may be*] ceased to be exempted mail ships within the meaning of the said Act.

Board of Trade,
This day of , 18 (Signed) E.F.,
Assistant Secretary.

Mail Ships (Rules) Order in Council, 1895. 121

Scale of Fees.

	£	s.	d.
On filing an application to fix security - - -	0	10	0
On every subsequent application by the owner or other person (except the Board of Trade) with respect to the security - - -	0	5	0
On every order of the Court fixing the security - - -	1	0	0
On every other order of the Court with respect to the security - - -	0	10	0
On every affidavit or other document filed, the like fee as in an Admiralty action			
On every 50 <i>l.</i> or fraction of 50 <i>l.</i> paid out of Court upon an order for the application of security - - -	0	5	0

THE MAIL SHIPS (RULES) ORDER IN COUNCIL 1895.

1895. No. 246.

At the Court at Windsor, the 11th day of May, 1895.

PRESENT :

The Queen's Most Excellent Majesty.	
Lord President, Lord Chamberlain, Lord Kensington,	Speaker of the House of Commons, Mr. Arnold Morley.

Whereas Section 8 (3) of the Mail Ships Act, 1891,* provides that it shall be lawful for Her Majesty in Council to make Rules for carrying into effect, as respects British possessions, the provisions of that Act with respect to the security given by mail ships, and in particular with respect to the commencement of a legal proceeding by service of a writ or process in the possession, and to the notices to be given to arresting authorities in the possession, and the evidence to be receivable by such authorities of the security having been given or withdrawn, and the application of the security in discharge of any damages, fine, debt, claim, sum, or forfeiture, where the same are or is recovered or payable either in the British possession, or under proceedings pending concurrently in that British possession, and in any other British possession or the United Kingdom :

Now, therefore, Her Majesty is pleased by and with the advice of Her Privy Council, to order, and it is hereby ordered as follows :—

Notices of Exemption.

1. Any Rules of the High Court of Justice in England made under the provisions of the Mail Ships Act, 1891* (herein-after referred to as "the Act"), shall be transmitted

* 54 & 55 Vict. c. 31.

by a Secretary of State to the Government of every possession to which the Act is applied for the purpose of a convention, and shall be published by such Government in the Gazette of the possession, and also in such local official Gazettes published in the possession as the Government of the possession may prescribe.

2. A copy of every notice and list published by the Board of Trade under the Act, or under any Rules of Court made under the Act, shall be transmitted by a Secretary of State to the Government of every possession to which the Act is applied for the purpose of a particular convention.

3. A copy of every such notice and list, signed by a Secretary to the Government of the possession, or other prescribed officer, shall be published in the official Gazette of the possession, and a copy of such Gazette notification shall be kept publicly exhibited in the court-room of every Colonial Court of Admiralty in the possession, and a copy of the said Gazette containing any such notification shall be receivable in evidence by every arresting authority in the possession.

4. If, notwithstanding its exemption, an exempted mail ship is arrested in the possession, the Government of the possession on being informed by the owner of such arrest and of the arresting authority, and on being satisfied that the ship is an exempted mail ship, shall forthwith send a special notice to the arresting authority, informing him that the ship is an exempted mail ship, and as such entitled to release.

Actions against exempted Ships.

5. An action may be commenced against the owners of an exempted mail ship in the like case, in the same manner and subject to the same Rules as an Admiralty action *in rem*, and in any Colonial Court of Admiralty in the possession in which such an action might have been brought if the ship were not an exempted mail ship.

Orders by Courts in British Possessions, for application of the Security.

6. Any order of a Court in a British possession directing any security to be applied shall recite the name of the Court and of the action or proceeding, the cause of action, and the judgment debt, and shall comprise a certificate by the judge of the Court that the ship in respect of which the judgment is given is an exempted mail ship, and might but for such exemption have been arrested and sold in execution thereof, and that the judgment debt is still unsatisfied, and is payable out of the security lodged in respect of the ship in the High Court of Justice in England.

7. The order may require payment to be made either in London to a named agent of the execution creditor, or in the possession to some named officer of the Court from which the order issues.

8. Every such order shall be sealed with the seal of the Court, and shall be drawn up in duplicate, addressed to the Admiralty Registrar, Royal Courts of Justice, London, and shall be transmitted under cover to the prescribed officer of the Government of the possession.

9. The said duplicate orders when received by the prescribed officer shall be countersigned by him, and shall be forthwith transmitted to a Secretary of State, who shall cause one of such orders to be delivered to the Admiralty Registrar, and the Admiralty Registrar shall, subject to any direction of the High Court, make an order on the Paymaster-General for payment of the required sum out of the security in accordance with these rules.

10. Unless the High Court shall otherwise order, and subject to existing rights of priority of liens, orders for the application to any security shall be paid in the order in which they are received by the Admiralty Registrar; but where two or more orders are received at the same time, they shall be paid in the order of their respective dates.

11. Where the order requires payment to a named agent of the execution creditor in London, the money shall be payable at the rate of exchange current on the day on which the order is received by the Secretary of State.

12. If the order requires payment to be made to a named officer of the Court from which the order issues, such an amount shall be paid out by the Paymaster-General, to a person nominated by the Secretary of State, as will at the rates of exchange current on the day on which the order is received by the Secretary of State be necessary to purchase a draft for the amount of the order payable at sight in the possession, and such draft shall be in favour of the said named officer of the said Court.

13. Where any action or proceeding against the owners of an exempted mail ship is pending in a Court in a British possession, involving a claim against the security lodged in the High Court in England, the Court in the British possession shall transmit to the Admiralty Registrar notice of the pendency of such action or proceeding, stating the nature and amount of the claim, and the proceedings taken in regard thereto; and in case of the subsequent discontinuance or other conclusion of such action or proceeding, whereby the security ceases to be affected, the Court shall transmit notice of such discontinuance or conclusion. Every such notice shall be sealed, drawn up, addressed and transmitted to the Admiralty Registrar in like manner as an order for the application of the security.

Miscellaneous Provisions.

14. In every British possession to which these rules apply, the Governor in Council may, by order, prescribe any matter directed by these rules to be prescribed, or necessary for carrying them into effect.

15. In the application of these Rules to British India, the following provisions shall have effect :—

- (a) The Presidencies of Madras and Bombay, the lower Provinces of Bengal, and the Province of Burmah shall be deemed to be separate British possessions.
- (b) The expressions "Government of the Possession" and "Governor in Council" respectively, shall mean the Lieutenant Governor of Bengal and the Chief Commissioner of Burmah, with respect to the territories administered by them respectively.
- (c) All orders made in pursuance of Rule 14 with respect to any part of British India shall be made with the previous sanction of the Governor-General in Council.

16. In the application of these Rules to any British possession in which there is a Vice-Admiralty Court, and no Colonial Court of Admiralty, these Rules shall be read as if "Vice-Admiralty Court" were "Colonial Court of Admiralty."

17. In these Rules "judgment debt" means any damages, fine, debt, claim, sum, or forfeiture found by any court to be payable by the owner of a ship, and "execution creditor" means the person entitled to a judgment debt.

Other expressions have the same meaning as in the Act.

18. This Order may be cited as "The Mail Ships (Rules) Order in Council, 1895."

And the Most Honourable the Marquess of Ripon, K.G., the Right Honourable the Earl of Kimberley, K.G., and the Right Honourable H. H. Fowler, three of Her Majesty's principal Secretaries of State, are to give the necessary directions herein, as to them may respectively appertain.

C. L. Peel.

(iii) Ship Letter Gratuities.

NOTICE, DATED SEPTEMBER 22, 1899, OF THE REDUCTION BY THE TREASURY IN THE AMOUNT OF SHIP LETTER GRATUITIES.

1899. No. 776.

The Postmaster-General hereby gives notice that the Lords Commissioners of Her Majesty's Treasury, in virtue of the powers conferred upon them by Section 61 of the Post-Office

Act of 1840,* have decided that the gratuities paid to the commanders of vessels conveying Ship Letter Mails shall, on and after the 1st day of October, 1899, be made in accordance with the following scale:—

- | | |
|--|---|
| (1.) For correspondence conveyed between ports in the United Kingdom, or from the United Kingdom to a port abroad (except a French port) when the sea service does not exceed 300 miles. | One farthing for each letter, post-card, or other article. |
| (2.) For correspondence conveyed from the United Kingdom to any port abroad (except a French port) when the sea service exceeds 300 miles. | One halfpenny for each letter, post-card, or other article. |

The above-mentioned rates will also apply in those exceptional cases in which gratuities are paid by the Postmaster-General in respect of correspondence brought to this country by a private ship.

No alteration will, for the present, be made in the gratuities payable for correspondence conveyed by a private ship to or from France.

General Post Office, London.
September 22, 1899.

NOTICE, DATED MARCH 6, 1902, AS TO THE AMOUNT OF SHIP LETTER GRATUITIES.

The Postmaster-General hereby gives notice that the Lords Commissioners of His Majesty's Treasury, in virtue of the powers conferred upon them by Section 61 of the Post Office Act of 1840,* have decided that on and after the 1st day of April, 1902, the gratuities paid to the commanders of vessels conveying Ship Letter Mails from a port in the United Kingdom to a port in France shall be one farthing for each letter, post-card, or other article.

General Post Office, London,
6th March, 1902.

* 3 & 4 Vict. c. 96.

(B) Conveyance of Letters otherwise than by Post.

TREASURY WARRANT, DATED JULY 6, 1892, AS TO THE CONVEYANCE OF LETTERS OTHERWISE THAN BY POST.

Whereas by the Post Office Act, 1891,* the Postmaster-General is empowered, with the consent of the Treasury, either generally or in the case of any particular person to authorise :—

- (a) Letters to be sent, conveyed, and delivered otherwise than by the post, and
- (b) The collection otherwise than by an officer of the post office of any letters whether to be so sent or to be sent by the post.

And it is provided that the authority shall be subject in every case to such regulations, conditions, prohibitions, and restrictions as are specified in a warrant of the Treasury made on the representation of the Postmaster-General.

And whereas it is expedient to authorise the sending, conveyance and delivery upon certain conditions of letters otherwise than by the post by means of tramway cars and of omnibuses or other conveyances plying on stated routes for the conveyance of passengers or goods where communication is afforded by such means more frequently than by the post.

Now, we, the Commissioners of Her Majesty's Treasury, in exercise of all powers given to us by the Post Office Acts, or any of them, and of all other powers enabling us in this behalf, do by this Warrant, made on the representation of Her Majesty's Postmaster-General, testified by his signing the same, order, direct, declare, and consent as follows :—

1.—(1.) In this Warrant, except where the context otherwise requires :—

The expression "Postmaster-General" means Her Majesty's Postmaster-General for the time being.

The expression "company" means any company, persons, or person owning tramways, omnibuses, or other conveyances plying on stated routes for the conveyance of passengers or goods, and the servants and agents of such company persons, or person.

The expression "letter" includes any communication in nature of a letter.

The expression "sender" used in connection with a letter means the person on whose behalf the letter is conveyed by a company.

(1.) This Warrant shall not apply to the conveyance of letters by railway.

* 54 & 55 Vict. c. 46.

2. Subject to the provisions of this Warrant the Postmaster-General may, if he think fit, by writing under his hand, authorise any company by any car, omnibus, or other conveyance of the company conveying passengers or goods to convey letters on behalf of any person from any place on the line of route of such company to any other place on such line, and authorise any person to send letters by the company in manner aforesaid, but not otherwise.

3. The Postmaster-General may define the limits within which letters may be sent, conveyed, and delivered under his authority in any case provided for by this Warrant.

4. No company shall convey any letter otherwise than from one place on a line of route of the company to another place on such line, nor shall any company receive a letter for conveyance otherwise than at an office, or in a car, omnibus, or other conveyance of the company, nor deliver any letter otherwise than at an office of the company, or a place on the line of route of the company.

5. No company shall convey letters otherwise than by a car, omnibus, or other conveyance running in the ordinary course of the company's business, and according to the company's time tables for the purpose of conveying passengers or goods.

6. No company shall advertise that they collect, despatch, convey, or receive letters at any stated times or otherwise, that they in any manner conduct a regular post, the intention of this Warrant being that the conveyance and delivery of letters by a company shall be incidental to the company's business of conveying goods and passengers, and shall be effected by way of supplement to and not by way of competition with the ordinary postal service.

7. The company shall pay to the Postmaster-General in respect of each and every letter received by the company for conveyance as aforesaid the sum of one penny. Provided that the company may, if the Postmaster-General so authorise, convey a written message intended to be sent as a telegram over the postal telegraphs to a telegraph office without making any payment to the Postmaster-General in respect of such conveyance thereof.

8. Except as herein-before provided a company shall not convey or deliver any letter, or make any collection of letters for any purpose whatever, and no person whatever shall send any letter by a company.

9. Any authority given by the Postmaster-General under the provisions of this Warrant, may be for such term, and subject to such further provisions, conditions, and restrictions as the Postmaster-General may think expedient.

10. Any authority granted by the Postmaster-General in accordance with the provisions of this Warrant shall be deemed to have been granted with our consent, and we do hereby consent to the same.

11. This Warrant shall come into operation on the fifteenth day of July, One thousand eight hundred and ninety-two.

Dated this 6th day of July, 1892.

W. H. Walrond.

Sidney Herbert.

Two of the Commissioners of Her Majesty's
Treasury.

James Fergusson,

Her Majesty's Postmaster-General.

THE DISTRICT MESSENGER COMPANY WARRANT, 1903.

\ DATED APRIL 16, 1903.

1903. No. 333.

Whereas [*Here follows the first recital to the Warrant of July 6, 1892, printed at p. 126 above.*]

And whereas by an indenture of even date herewith and made between the Postmaster-General of the one part and the company of the other part (hereinafter called "the said indenture") the Postmaster-General has granted to the company his licence under certain terms and conditions and for a certain term of years to establish offices and work and use the telegraphs and apparatus therein described for the purpose of summoning messengers to houses and places of business and resort, and for other purposes, such licence being hereinafter referred to as "the Electric Call Licence."

And whereas by the said indenture the Postmaster-General with the consent of the Treasury has further authorized the company so long as it holds the Electric Call Licence to convey such letters and to perform such acts with respect to letters as are specified in the said indenture,

Now we, the Commissioners of His Majesty's Treasury, in pursuance of the Acts relating to His Majesty's Post Office, and in exercise of all powers enabling us in this behalf, do, by this Warrant, made on the representation of His Majesty's Postmaster-General (testified by his signing the same), and under the hands of two of us, the said Commissioners, order, direct and declare as follows:—

1. This Warrant may be cited as "the District Messenger Company Warrant, 1903."

2. The authority conferred by the Postmaster-General as in this Warrant recited shall be exercised subject to the regulations, conditions and restrictions in this Warrant specified.

3. The company shall not by any one messenger convey letters for or on behalf of more than one person at the same time.

4. The company shall not by any one messenger convey more than ten letters for or on behalf of the same person at the same time.

5. The company shall not convey any letter for or on behalf of any person unless—

- (1.) Such letter is handed to the company at a place situate within the company's district, or
- (2.) Such letter is a reply letter or return letter handed to a messenger of the company by the addressee of a letter previously conveyed by the same messenger.

6. Except subject to the provisions of this Warrant and of the authority conferred by the Postmaster-General as in this Warrant recited, the company shall not convey or deliver any letter or make any collection of letters for any purpose whatever, and except as aforesaid no person whatever shall send any letter by the company.

7. This Warrant shall be deemed to have come into operation on the 1st day of April, 1901.

8. The Warrant dated the 25th day of July, 1892,* and made by the Commissioners of Her late Majesty's Treasury on the representation of Her Majesty's Postmaster-General relating to authorities for the carriage of letters granted to The Boy Messenger and Electric Call Company Limited and The District Messenger Service and News Company Limited respectively, shall be and be deemed to have been repealed revoked and annulled on and as from the said 1st day of April, 1901.

9. In this Warrant except where the context otherwise requires—

The expression "company" means the company named in the schedule hereto and includes the servants and agents of such company.

The expression "letters" includes any communication in the nature of a letter.

The expression "sender" used in connection with a letter means the person on whose behalf the letter is conveyed by the company.

The expression "person" includes body corporate.

* Printed in Statutory Rules and Orders, 1899, p. 1634.

The expression "Company's district" means the Administrative County of London, the City of London, and any place not within the said county or city but within five miles of the General Post Office in the City of London.

Dated this 16th day of April, 1903.

The Schedule.

The District Messenger and Theatre Ticket Company Limited.

*H. W. Forster,
H. T. Anstruther,*

Two of the Commissioners of
His Majesty's Treasury.

Austen Chamberlain,
His Majesty's Postmaster-General.

3. Money Orders and Postal Orders.

(a) Money Orders other than Postal Orders.

THE MONEY ORDER REGULATIONS, 1903. DATED
DECEMBER 29, 1903.

1903. No. 1138.

Whereas by the Post Office (Money Orders) Acts, 1848* and 1880,† the Postmaster-General is authorised (with the consent of the Treasury) to make Regulations relating to money orders, and to the payment thereof, and to the persons by or to whom money orders shall be paid, and to the times at which and the mode in which the same shall be paid :

And whereas by the Telegraph Acts, 1863 to 1899,‡ the Postmaster-General is authorised (with the consent of the Treasury) to make Regulations for the general conduct of telegraphic business :

Now, therefore, I, Edward George Villiers Stanley, C.B., commonly called Lord Stanley, His Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf (with the consent of the Treasury), do hereby make the following Regulations (that is to say) :—

* 11 & 12 Vict., c. 88.

† 43 & 44 Vict., c. 33.

‡ 26 & 27 Vict., c. 112 ; 29 & 30 Vict. c. 3 ; 31 & 32 Vict. c. 110 ; 32 & 33 Vict. c. 73 ; 33 & 34 Vict. c. 88 ; 41 & 42 Vict. c. 76 ; 48 & 49 Vict. c. 58 ; 52 & 53 Vict. c. 34 ; 55 & 56 Vict. c. 59 ; 60 & 61 Vict. c. 41 ; 62 & 63 Vict. c. 38.

PART I.

Preliminary.

1. In these Regulations, unless the context otherwise Interpretation. requires—

- (1.) The expression "money order" does not include that kind of money order which is called a postal order.
- (2.) The expression "inland money order" means a money order issued and payable at a money order office in the United Kingdom.
- (3.) The expression "foreign money order" means a money order issued at a money order office in the United Kingdom, and payable in a British colony or possession, or in a foreign country.
- (4.) The expression "telegraph money order" means a money order the payment of which at the office of payment is authorised by telegraph.
- (5.) The expression "money order office" means a post office at which money orders are for the time being issued and paid under the directions of the Postmaster-General.
- (6.) The expression "postmaster" means any officer in charge of a money order office, and includes any officer of the post office transacting business in reference to money orders at a money order office under the instructions of the postmaster.
- (7.) The expression "the remitter" means the person at whose request a money order is issued.
- (8.) The expression "the payee" means the person entitled to receive the amount of a money order.
- (9.) The expression "office of issue" means the post office at which a money order is issued.
- (10.) The expression "office of payment" means the post office at which a money order is made payable.
- (11.) The expression "month" means calendar month.

2. The Postmaster-General may authorise or direct any of his officers other than a postmaster to issue or pay money orders, and these Regulations shall apply to any officer so authorised or directed as though he were a postmaster of a money order office, Issue and payment of money orders otherwise than by a postmaster.

PART II.

Money Orders.

3. The following rules shall apply to the issue of a money order:— Issue of a money order.

- (1.) Application for such order shall be made on the form from time to time prescribed by the Postmaster-General for the purpose and herein-after referred to as the requisition form.

- (2.) The remitter shall give all such information as to his own name and address, the name and address of the payee, and the office at which the order is to be made payable, as the Postmaster-General may from time to time direct.
- (3.) No inland money order shall be issued for an amount exceeding 40*l.* and no foreign money order shall be issued for an amount exceeding 40*l.* or such less sum as the Postmaster-General may from time to time direct.
- (4.) No money order shall be issued for an amount comprising a fractional part of a penny.

Telegraphic instructions to Head Office to issue foreign money order.

4.—(1.) A remitter of a foreign money order may at the time of application request that instructions to issue the money order may be sent to the chief money order office in London, by telegram.

(2.) In addition to the poundage payable for the money order, the remitter shall in any such case pre-pay the charges for the telegram to the said office according to the rates authorised by the Telegraph Acts, 1863 to 1899, and the Regulations made from time to time thereunder, and shall also pay a supplementary fee of sixpence.

Crossing of inland money orders.

5.—(1.) An inland money order may be crossed ; it may be crossed generally by the addition on its face of the words "and Company," or any abbreviation thereof, between two parallel transverse lines, or of two parallel transverse lines simply ; it may be crossed specially by the addition on its face of the name of a banker, in which case the order shall be deemed to be crossed to that banker.

(2.) An inland money order which is crossed generally may be crossed specially.

(3.) A banker to whom an inland money order is crossed may again cross it specially to another banker as his agent for collection.

(4.) Where an inland money order is crossed generally, a postmaster shall refuse to pay it except to a banker.

(5.) Where an inland money order is crossed specially, a postmaster shall refuse to pay it except to the banker to whom it is crossed, or to his agent for collection.

(6.) Where an inland money order is crossed specially to more than one banker, except when crossed to an agent for the purpose of collection, a postmaster shall refuse payment thereof.

Payment of money orders.

6. The following rules shall apply to the payment of a money order :—

- (1.) When a money order is presented for payment (otherwise than by a banker) the person presenting the

order must give the name of the remitter, and produce evidence to the satisfaction of the postmaster that he is the payee of such order, or a person duly authorised by the payee to receive the amount of the order.

- (2.) A receipt for the amount of the order shall be signed by the payee, or some person duly authorised to sign the same on his behalf.
- (3.) When an order is made payable to a company, corporation, or society, a receipt given by means of a stamp of the name of the company, corporation, or society, or in the name of the officer applying for payment shall be a good receipt to the Postmaster-General for the amount of the order.
- (4.) A money order may be presented for payment by a banker either at the office of payment or at the chief money order office in London; and in such case the name of the banker by or on behalf of whom such money order is presented, written, or stamped by way of crossing or otherwise upon the face of the order, shall be a good receipt to the Postmaster-General for the amount of such order, and it shall not be necessary for such banker to give any information as to the remitter.

7. Wherever a money order has been presented for payment at the chief money order office in London, and has been paid to a banker, notwithstanding that the advice of the issue of such order is not in the possession of such chief office, and it is afterwards discovered that such order should not have been paid or allowed to such banker, the amount so paid or allowed may be deducted by the Postmaster-General from any moneys which may thereafter become payable to such banker for or on account or in respect of post office money orders, and no objection shall be taken by any banker to such deduction.

Rectification of incorrect payment to a banker.

8.—(1.) The remitter of an inland money order may at the time of issue request that the payment of the money order may be deferred for any period not exceeding 10 days after the day of issue.

Deferring payment of an inland money order.

(2.) Such request shall be in writing, and shall be in such form as the Postmaster-General may from time to time prescribe.

(3.) In any such case payment of the money order shall not be made until the period specified by the remitter has elapsed.

9.—(1.) The remitter, and, in the case of an inland money order, the payee, may stop payment of a money order.

Stopping payment of money orders

(2.) For this purpose—

(a) In the case of an inland money order the remitter or payee (as the case may be) shall give notice in

writing to the postmaster of the office of payment, and shall forward with such notice the prescribed fee.

- (b) In the case of a foreign money order, the remitter shall give such notice and forward such fee to the chief money order office in London.

Correction or alteration of money order.

10.—(1.) The remitter may make any correction in his own name or address after the issue of an order, and may make any alteration he thinks fit in the name and address of the payee of such order.

(2.) For such purpose he shall give notice in writing to the postmaster of the office of issue, and shall forward with such notice the prescribed fee.

Transfer of payment of money order from one post office to another.

11.—(1.) The Postmaster-General may direct that any money order shall be payable at any other post office than the office of payment.

(2.) The remitter or the payee may direct that an inland money order shall be payable at any money order office other than the original office of payment.

(3.) In such case as in the last sub-clause mentioned, the remitter or the payee (as the case may be) shall give notice in the prescribed form to the postmaster at the original office of payment, and shall accompany such notice with the original order.

(4.) Upon receipt of such notice and order, the postmaster shall issue and transmit to the applicant a new order payable at the money order office indicated in the notice, deducting from the original amount payable poundage on the new order at the prescribed rate.

Repayment to remitter of amount of inland money order.

12.—(1.) The remitter of an inland money order may require the repayment of the amount thereof to him.

(2.) In such case he shall give notice on the prescribed form to the postmaster at the office of payment, and shall send with such notice the original order.

(3.) Upon receipt of such notice and order the postmaster shall, unless he has reason to believe that the order has been paid, issue and transmit to the remitter a new order payable at the money order office indicated in the notice, deducting from the original amount payable poundage on the new order at the prescribed rate.

Advices or certificates of payments.

13. Subject to such rules as the Postmaster-General may from time to time prescribe, the Postmaster-General may, at the request of the remitter of a money order, and on prepayment of the prescribed fee, forward to the remitter an advice or certificate in the prescribed form of the payment of the money order. Provided that this Regulation shall not apply to a money order payable in a country or place which does not for the time being undertake to obtain or give advices or certificates of payment.

14. The Postmaster-General may, whenever he shall think fit, and upon payment of the prescribed fee, grant to the remitter or the payee a duplicate of any money order.

Duplicates of money orders may be granted.

15. After the expiration of 12 months from the last day of the month in which any money order is issued such money order shall be absolutely void and of no effect, and the Postmaster-General shall be under no liability to pay such order. Provided that—

Void money orders.

(1.) In such case the Postmaster-General may, if he think fit (subject to payment of the prescribed fee), pay the amount of such order, although such order has become void.

(2.) A foreign money order payable in any country or at any place mentioned in the second schedule hereto, shall be void after the expiration of six months from the last day of the month in which such order is issued.

(3.) A foreign money order payable in the German Empire or India shall be subject, in respect of the period during which the order shall be payable, to the regulations governing payment of money orders in those countries.

16. A postmaster may refuse or delay payment of a money order, notwithstanding that these Regulations have been complied with in respect of such order, but shall immediately report the refusal or delay with the reason therefor to the Postmaster-General.

A postmaster may refuse or delay payment.

17. Payment of a money order will in all cases be subject to the possession by the postmaster at the office of payment of sufficient funds for the payment thereof, and all money orders shall be deemed to be issued subject to this condition.

Payment of a money order subject to possession of sufficient funds by Postmaster.

18.—(1.) The following poundage and fees shall be paid in respect of money orders:—

Poundage on money orders (inland and foreign) and fees for supplemental services.

A.

	Poundage.
	s. d.
For an amount not exceeding 1 <i>l.</i> ...	0 2
For an amount exceeding 1 <i>l.</i> but not exceeding 3 <i>l.</i> ...	0 3
For an amount exceeding 3 <i>l.</i> but not exceeding 10 <i>l.</i> ...	0 4
For an amount exceeding 10 <i>l.</i> but not exceeding 20 <i>l.</i> ...	0 6
For an amount exceeding 20 <i>l.</i> but not exceeding 30 <i>l.</i> ...	0 8
For an amount exceeding 30 <i>l.</i> but not exceeding 40 <i>l.</i> ...	0 10

B.

In respect of foreign money orders :—

	Fees.	
	s.	d.
For an amount not exceeding 1 <i>l.</i>	0	4
For an amount exceeding 1 <i>l.</i> but not exceeding 2 <i>l.</i>	0	6
For an amount exceeding 2 <i>l.</i> but not exceeding 4 <i>l.</i>	0	9
And for every additional amount not exceeding 2 <i>l.</i> up to and including 4 <i>l.</i> , an additional poundage of	0	3

C.

In respect of supplementary services :—

For correcting or altering the name of the remitter or payee	0	1
For stopping payment	0	4
For the issue of a duplicate money order (including stopping payment of the original order)	0	6
For the renewal of a void money order ...	0	6
For an advice or certificate of payment of an inland money order	0	2
For an advice or certificate of payment of a foreign money order	0	2½

(2) The poundage and fees shall in all cases be prepaid.

Application to money orders issued abroad on the United Kingdom.

19. The foregoing regulations as to inland money orders shall apply, so far as the same are applicable, to money orders issued in a British colony or possession, or in a foreign country and payable in the United Kingdom, and for the purpose of transfer of payment such orders shall be deemed inland orders, and a poundage equal to that which would be charged on the issue of an inland order shall be deducted from the amount of the new order.

PART III.

Telegraph Money Orders.

Offices at which telegraph money orders issued and paid.

20.—(1.) Subject to the provisions of this part of these Regulations telegraph money orders may be issued and paid at any money order office at which telegraph business is transacted.

(2.) Provided that at a post office at which telegrams are received from the public for transmission but are not received over the Postmaster-General's telegraphs for delivery to the public, telegraph money orders may be issued, but shall not be paid, unless in the case of any such office the Postmaster-General shall so direct.

21. The following rules shall apply to the issue of a telegraph money order :—

Issue of
telegraph
money orders.

- (1.) The remitter shall write in some conspicuous place on the requisition form the words “ by telegraph.”
- (2.) The remitter shall state whether or not he desires the money order to be delivered to the payee.
- (3.) He may give any directions he shall think fit as to the crossing of the order.

22. Upon receipt of a requisition for a telegraph money order, and of the amount of the said order, and all charges payable in respect of the said order under these Regulations, the postmaster shall :—

Duties of
postmaster at
office of
issue.

- (a) Prepare a money order and advice for the sum required, and write or stamp across the face of the order the words, “ telegraph money order,” and across the face of the advice the words “ transmitted by telegraph.”
- (b) Hand to the remitter a receipt for the amount of the money order and all charges for the remission thereof.
- (c) Send to the postmaster of the office of payment a telegram stating the number of the order, the name of the remitter, the name, and (if the money order is required to be delivered to the payee) the address, of the payee, the amount remitted (such amount to be telegraphed in words as well as in figures) and (if so required by the remitter) an intimation that the order shall be crossed (which telegram is herein-after referred to as a “ telegram of advice”).

23. The following rules shall apply to a telegram of advice :—

Telegram of
advice.

- (a) It shall be written by the postmaster at the office of issue on the form used for the ordinary telegrams of the public, known and herein-after referred to as the “ A ” form.
- (b) If the remitter so require, it shall, at his expense, be repeated from office to office, to ensure accuracy.
- (c) There may be added to the telegram words containing a private communication from the remitter.
- (d) The form shall bear postage stamps representing the amount payable in accordance with the provisions of the Telegraph Acts, 1863 to 1899, and the Regulations for the time being made thereunder, for the transmission of the telegram as an ordinary telegram.
- (e) Such stamps shall be cancelled by the dated stamp of the office of issue, as in the case of an ordinary telegram.

Payment of
telegraph
money orders.

24. The following rules shall apply to payment of a telegraph money order :—

- (1.) The postmaster shall prepare a money order for the amount remitted, and write on such order the words "advised by telegraph," and also, if so instructed, cross the order in manner directed by such instructions.
- (2.) If the telegram of advice contains the address of the payee, the postmaster shall deliver the order to the payee after the manner of delivery of an ordinary telegram.

Supplemen-
tary fee for
telegraph
money orders.

25. In the case of every telegraph money order issued and payable in the United Kingdom a supplementary fee of two-pence shall be charged and prepaid in addition to the same poundage as in the case of an ordinary inland money order.

Supple-
mentary fee
for telegraph
money orders
to places
abroad.

26. In the case of every telegraph money order issued in the United Kingdom and payable in a British Colony or possession or a foreign country, a supplementary fee of six-pence shall be charged and prepaid in addition to the same poundage as in the case of an ordinary foreign money order.

Payments by
remitter in
addition to
poundage.

27. In addition to the poundage and supplementary fee payable for a telegraph money order, the remitter shall pay for the telegram authorising payment at the office of payment, and, where the order is delivered to the payee, for the delivery of such order, according to the rates authorised by the Telegraph Acts, 1863 to 1899, and the Regulations made from time to time thereunder.

Telegram of
inquiry.

28.—(1.) In case payment of a telegraph money order is required and no authority to make such payment has been received by the postmaster, the postmaster may, at the request of the payee, send to the postmaster of the alleged office of issue a telegram inquiring whether payment has been authorised as alleged (which telegram is herein-after referred to as "a telegram of inquiry").

(2.) The following rules shall apply to a telegram of inquiry :—

- (a) It shall be written by the postmaster at the office of payment on the "A." form.
- (b) The "A." form shall bear postage stamps representing the amount payable in accordance with the provisions of the Telegraph Acts, 1863 to 1899, and the Regulations for the time being made thereunder, for the transmission of the telegram as an ordinary telegram, and for a reply thereto.
- (c) Such stamps shall be cancelled by the dated stamp of the office as in the case of an ordinary telegram.

(3.) The postmaster of the alleged office of issue shall reply by telegraph to a telegram of inquiry.

(4.) The payee of a telegraph money order at whose request a telegram of inquiry is sent, shall prepay the charges for such telegram, and for a reply thereto, according to the rates authorised by the Telegraph Acts, 1863 to 1899, and the Regulations made from time to time thereunder.

(5.) If it shall appear that there has been default on the part of any officer of the post office in transmitting authority for payment of the money order in question with reasonable despatch, the amount paid for the telegram of inquiry and the reply thereto shall be refunded to the payee.

(6.) In any such case as last specified where any question arises as to whether reasonable despatch has been used the decision of the Postmaster-General upon such question shall be final.

29. The Regulations in Part II. of these Regulations as to the transfer of payment of an inland money order and as to the repayment of an inland money order to the remitter shall apply to a telegraph money order. Provided that notice of the desire for transfer or repayment shall be given, in the case of an order issued at an office in England or Wales, to the Controller of the Money Order Office, General Post Office, London; in the case of an order issued at an office in Scotland, to the Accountant, General Post Office, Edinburgh; and, in the case of an order issued at an office in Ireland, to the Accountant, General Post Office, Dublin.

Transfer of payment and repayment of telegraph money orders.

30. Subject to the provisions of this part of these Regulations, Part II. of these Regulations shall apply to telegraph money orders.

Application of Part II.

PART IV.

Supplemental.

31. The Postmaster-General may, in any case in which he may consider it just and reasonable so to do, remit any poundage or any fee payable under these Regulations.

Remission of poundage or fee.

32. These Regulations shall come into operation on the 1st day of January, 1904, and on and from that date the Regulations mentioned in the first schedule hereto shall be and the same are hereby repealed. Provided that the repeal of the said Regulations shall not—

Date of commencement, and repeal.

(a) revive anything not in force or existing at the time at which the repeal takes effect;

(b) affect anything done or suffered before these Regulations came into operation.

33. These Regulations shall apply to the Channel Islands and the Isle of Man, and the expression "United Kingdom" shall be deemed to include the Channel Islands and the Isle of Man.

Application to Channel Islands and Isle of Man.

Short title. 34. These Regulations may be cited as "The Money Order Regulations, 1903."

Date. Dated this 29th day of December, One thousand nine hundred and three.

Stanley,
His Majesty's Postmaster-General.

We hereby consent to the Regulations herein set forth.

H. W. Forster,
Balcarres,
Two of the Commissioners of His
Majesty's Treasury.

First Schedule.

Regulations repealed.

The Money Order Regulations, 1897.*
The Money Order (Amendment) Regulations, 1897.†
The Money Order Amendment (No. 1) Regulations, 1898.‡

Second Schedule.

LIST OF COUNTRIES AND PLACES IN WHICH FOREIGN MONEY ORDERS
ARE ONLY PAYABLE WITHIN SIX MONTHS OF THE LAST DAY OF MONTH
OF ISSUE.

Austria-Hungary.
Chili.

The Austrian Postal Agencies in Europe, Asia Minor and the Levant
which are from time to time authorised to pay Money Orders issued in the
United Kingdom,

b) Postal Orders.

(i.) Generally.

THE POSTAL ORDER (INLAND) REGULATIONS, 1903, DATED
JUNE 20, 1903, AS AMENDED BY REGULATIONS DATED
SEPTEMBER 14, 1903.§

1903. No. 508, *as amended by* 1903, No. 806.

Whereas the Post Office (Money Orders) Act, 1880,
provides that, subject to the Post Office Regulations, the
Postmaster-General, with the consent of the Treasury, may

* Printed in Statutory Rules and Orders, 1897, p. 564.

† Printed in Statutory Rules and Orders, 1897, p. 573.

‡ Printed in Statutory Rules and Orders, 1898, p. 842.

§ These amending Regulations, which came into operation October 15th,
1903, are printed at length in Statutory Rules and Orders, 1903, p. 1277.

|| 43 & 44 Vict. c. 33.

for the purpose of the transmission of small sums through the Post Office, authorise his officers, or any of them, to issue orders in the form set forth in the schedule to that Act, subject, nevertheless, to the provisos contained in the said Act :

And whereas by the Post Office (Money Orders) Acts, 1848* and 1880,† the Postmaster-General is authorised, with the consent of the Treasury, to make Post Office Regulations relating to money orders, and to the persons by or to whom money orders shall be paid, and to the times at which, and the mode in which, the same shall be paid :

And whereas by the Post Office (Money Orders) Act, 1883,‡ certain alterations in the form of the orders issued in pursuance of the Post Office (Money Orders) Act, 1880,† are sanctioned, and the Postmaster-General is empowered, with the consent of the Treasury, to prescribe by Post Office Regulations further modifications of the form of such orders, and the several amounts (not exceeding twenty shillings§) of such orders, and the sums of poundage (not exceeding two-pence) to be taken in respect of such orders, and to authorise, by such regulations, the issue of such orders by any persons holding office under the Crown :

Now, therefore, I, the Right Honourable Joseph Austen Chamberlain, M.P., His Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Treasury, do hereby make the following Regulations (that is to say) :—

1. In these Regulations :—

The term "postal order" means a money order issued in pursuance of the Post Office (Money Orders) Act, 1880.† Definitions.

The term "the payee" means the person entitled to receive the amount of a postal order.

The term "month" means calendar month.

2. The schedule to these Regulations shall be deemed part of these Regulations. Schedule to be deemed part of Regulations.

3. An officer in charge of a money order office in the United Kingdom, and any such other officer of the Post Office, and any such other person holding office under the Crown as may from time to time be authorised in this behalf by the Postmaster-General (which officers are in these Regulations referred to as postmasters) may issue and pay postal orders in the form set forth in the schedule hereto. Postmasters may issue and pay Postal Orders.

* 11 & 12 Vict. c. 88.

† 43 & 44 Vict. c. 33.

‡ 46 & 47 Vict. c. 58.

§ Amended to "twenty-one" by the Post Office (Money Orders) Act, 1903 (3 Edw. 7 c. 12).

A postmaster may, subject to any restrictions or directions from time to time given by the Postmaster-General, do by deputy anything under these Regulations.

Amounts of
Postal Orders.

4. Postal orders shall be issued for the sum of sixpence and for such multiples of sixpence up to and including the sum of twenty shillings [and for twenty-one shillings*] as the Postmaster-General may from time to time direct.

Poundage on
Postal Orders.

5. The poundage payable for postal orders shall be as follows :—

For 6 <i>d.</i> and every multiple of 6 <i>d.</i> up to and including 1 <i>s.</i> 6 <i>d.</i>	- - - - -	0½ <i>d.</i>
For every multiple of 6 <i>d.</i> between 2 <i>s.</i> and 10 <i>s.</i> 6 <i>d.</i> , both inclusive	- - - - -	1 <i>d.</i>
For every multiple of 6 <i>d.</i> between 11 <i>s.</i> and 20 <i>s.</i> , both inclusive, [and for 21 <i>s.</i> *]	- - - - -	1½ <i>d.</i>

Counterfoils to
Postal Orders.

6. Every postal order shall be issued with a counterfoil, but the counterfoil shall be detached by the person to whom the order is issued, and the term "postal order" as used in these Regulations (except where the context otherwise requires) shall not include the counterfoil.

Issue of a
Postal Order.

7. Before a postmaster issues a postal order, the amount of the order and the poundage thereon shall be paid to him: and he shall sign the order and stamp it with the proper stamp, specifying the date on which the order is issued.

Printing of
Postal Orders.

8. Postal orders shall be printed on such paper and in such characters and with such distinctive marks, whether on the face or back of the postal order or in the paper or otherwise, and the amount of the poundage shall be denominated by means of such stamp or mark, as the Postmaster-General, with the concurrence of the Treasury, from time to time directs.

Filling in of
blanks in a
Postal Order.

9.—(a) The blanks in a postal order for the name of the payee and for the name of the money order office at which it is to be paid may be filled in before or after issue.

(b) If the blanks are not filled in before issue, the person to whom the order is issued, must before parting with it fill in the name of the payee, and may fill in the name of the money order office at which the amount is to be paid. Even where an order is crossed with a view to the payment through a banker the name of the payee must be filled in.

(c) Except when the order is paid through a banker, the payee must sign the receipt at the foot of the order, and must also fill in the name of the money order office if that has not been already done.

* The order for twenty-one shillings was added by the Regulations of September, 1903.

(d) No alteration can be made in the name of the payee, or of the money order office, when once filled in, except by the direction of the Postmaster-General.

10. A postal order presented by or through a banker for payment will not (in the absence of an express arrangement between such banker and the Postmaster-General to the contrary) be paid until after such order has been examined by such officer as the Postmaster-General may from time to time direct.

Payment of a Postal Order through a Banker.

11.—(a) When a postal order is presented for payment otherwise than through a banker, the postmaster shall ascertain that the receipt for the amount of the order is signed, and may refuse payment until he is satisfied that it is signed by or under the authority of the person appearing to be the payee.

Payment otherwise than through a Banker.

(b) He may also, if the receipt is not signed in his presence, take reasonable means to satisfy himself that the person presenting the order is either the payee or his agent.

(c) He may also require the person presenting the order to sign his name on the order before its payment, although the receipt has been already signed.

(d) Nevertheless, the signature to the receipt shall in all cases be a sufficient authority to the postmaster for the payment of the amount of the order, if that signature purports to be the signature of the payee; and it shall not be necessary to prove that the receipt was signed by or under the authority of the payee.

12.—(a) A postal order may be crossed; it may be crossed generally by the addition on its face of the words "and company," or any abbreviation thereof, between two parallel transverse lines, or of two parallel transverse lines simply; it may be crossed specially by the addition on its face of the name of a banker, in which case the order shall be deemed to be crossed to that banker.

Crossing of Postal Orders

(b) A postal order which is crossed generally may be crossed specially.

(c) A banker to whom a postal order is crossed may again cross it specially to another banker as his agent for collection.

(d) Where a postal order is crossed generally, a postmaster shall refuse to pay it except to a banker.

(e) Where a postal order is crossed specially, a postmaster shall refuse to pay it except to the banker to whom it is crossed, or to his agent for collection.

(f) Where a postal order is crossed specially to more than one banker, except when crossed to an agent for the purpose of collection, a postmaster shall refuse payment thereof.

Payment
of crossed
Postal Orders.

13.—(1.) If a postal order which is crossed, whether generally or specially, is presented for payment by or through a banker, with the name of such banker written or stamped upon the face thereof, that name may be accepted as a sufficient receipt for the amount of the order, and the order may be paid without any other receipt.

Provided that where the order is crossed specially to a second banker as agent for collection, the name of such second banker, written or stamped upon the face of the order, may be accepted as a receipt under this regulation.

(2.) An order which is crossed generally or specially, if presented for payment by or through a banker, may be paid at any money order office in the United Kingdom, notwithstanding that the blank has been filled in with the name of some particular money order office.

Deferring
payment of a
Postal Order.

14.—(1.) The holder of a postal order may, in writing, on the face of such order, direct that payment of such order be deferred for any period not exceeding 10 days; but, in such case, the name of some money order office at which the order shall be paid must be inserted in the body of the order.

(2.) In any such case, payment of the postal order shall not be made till the period specified by the holder has elapsed.

Payment of a
Postal Order
after three
months have
elapsed.

15. After the expiration of three months from the last day of the month in which any postal order is issued, the order shall be payable only on payment, in the manner for the time being directed by the Postmaster-General, of a commission equal to the amount of the original poundage in respect of each further period of three months or any fraction of a period of three months which has elapsed.

Hours of
payment of
Postal Orders.

16. A postal order will be payable during the hours for the time being appointed for money order business, at the office at which it is presented for payment, or during such other hours as the Postmaster-General may from time to time appoint with reference to any office or offices.

Mutilated
Postal Orders.

17. If a postal order presented for payment has any erasure or alteration, or is cut, defaced, or mutilated, the postmaster may refuse payment, and refer the person presenting it to the Postmaster-General.

Postmaster
may refuse or
delay payment.

18. A postmaster may refuse or delay the payment of a postal order, but shall immediately report such refusal or delay, with his reasons for it, to the Postmaster-General.

Cancellation
of Paid
Postal Order.

19. A postmaster, upon paying a postal order, shall immediately stamp it with the proper stamp, specifying the date, and thereby cancel the order.

20. The payment of the amount of a postal order, to whomsoever made, shall discharge the Postmaster-General and his officers from all liability whatsoever in respect of that order, notwithstanding any forgery, fraud, mistake, or loss which may have been committed or may have occurred in reference to such order, or to the procuring thereof, or to obtaining the payment thereof, and notwithstanding any disregard of these Regulations, and notwithstanding any thing whatsoever.

Payment of a Postal Order discharges the Postmaster-General.

21. These Regulations shall come into operation on the first day of July, One thousand nine hundred and three, on and from which date the Regulations in relation to the issue and payment of postal orders, dated the ninth day of May, One thousand eight hundred and ninety-two,* are hereby repealed.

Commencement of Regulations.

Provided that:—

- (1.) The repeal of the said Regulations shall not
 - (a) revive anything not in force or existing at the time at which the repeal takes effect;
 - (b) affect anything done or suffered before these Regulations came into operation.
- (2.) The said Regulations of the ninth day of May, One thousand eight hundred and ninety-two, shall remain in force in all respects in relation to any postal orders which may be in the form set forth in the schedule to the said Regulations, and which may be issued after the first day of July, One thousand nine hundred and three.

22. These Regulations shall apply to the Channel Islands, and the Isle of Man, and the expression "United Kingdom" shall be deemed to include the Channel Islands and the Isle of Man.

Application to Channel Islands and Isle of Man.

23. These Regulations may be cited as the "Postal Order (Inland) Regulations, 1903."

Short Title.

Dated this twentieth day of June, One thousand nine hundred and three.

Austen Chamberlain,
His Majesty's Postmaster-General.

We hereby consent to the Regulations herein set forth.

H. T. Anstruther,
H. W. Forster,
Two of the Commissioners of His Majesty's Treasury.

* Printed in Statutory Rules and Orders, 1892, p 757.

The Schedule.

FORM OF ORDER.

[On front.]

[Counterfoil.]

[No. of Order.]

Postal [5/6] Order.

[5/6]

Name of person
to whom sent and
office at which pay-
able.

Date when sent

This portion to
be retained by
sender.

Not Negotiable.

[No. of Order.]

Postal Order
Poundage.
[One penny.]

POSTAL ORDER FOR
[5/6 FIVE SHILLINGS & SIXPENCE 5/6]
TO THE Postmaster in charge of the
Money Order Office at *

PAY to *

Paying
Office Stamp
with date
cancelling
this Order.

at any time within three calendar
months from the last day of the
month of issue the sum of [FIVE
SHILLINGS AND SIXPENCE] on account
of His Majesty's Postmaster General.

, Postmaster.

* The person to whom this Order is issued MUST,
before parting with it, fill in the name of the person
to whom the amount is to be paid, and may fill
in the name of the Money Order Office at which the
amount is to be paid.

Issuing
Office
Stamp with
date.

RECEIVED the above-named sum

Signature.

For further regulations see back.

[On back.]

Further Regulations.

1. Except when this Order is paid through a banker, the person to whom it is payable MUST SIGN THE RECEIPT on the other side at the foot of the Order, and must also fill in the name of the money order office if that has not already been done.

2. If any erasure or alteration be made, or if this Order be cut, defaced, or mutilated, payment may be refused.

3. If this Order be crossed " & Co." payment will only be made through a banker, and if the name of a banker be added payment will only be made through that banker.

4. The holder of this Order may defer payment thereof for any period not exceeding ten days by writing across the face of the Order the following words:—"Payable after days." In such case the name of the paying office, as well as that of the payee, must be inserted in the body of the order.

5. If this order be not paid within three months from the last day of the month of issue, a commission equal to the original poundage will be charged in respect of each further period of three months, or any fraction of three months, which has elapsed.

6. The Postmaster may refuse or delay payment of this order, but he must at once report his reasons for doing so to the Postmaster-General. In no case may this order be paid after the expiration of six months from the last day of the month of issue until reference has been made to the Chief Office in London.

7. After this order has once been paid—to whomsoever it is paid—the Postmaster-General will not be liable for any further claim in respect of this order.

(ii.) British Possessions.

A. British India.

REGULATIONS, DATED JULY 5, 1884, MADE BY THE POSTMASTER-GENERAL WITH THE CONSENT OF THE TREASURY MADE UNDER THE POST OFFICE (MONEY ORDER) ACTS 1848 to 1888.*†

Whereas the Post Office (Money Orders) Act, 1880, provides that, subject to the Post Office Regulations, the Postmaster-General, with the consent of the Treasury, may, for purpose of the transmission of small sums through the post office, authorise his officers or any of them to issue orders (herein-after referred to as postal orders) in the form set forth in the schedule to that Act, subject, nevertheless, to the provisoes contained in the said Act.

And whereas by the Post Office (Money Orders) Acts, 1848 and 1880, the Postmaster-General is authorised with the consent of the Commissioners of Her Majesty's Treasury to make Post Office Regulations relating to money orders, and to the persons by or to whom money orders shall be paid, and to the times at which and the mode in which the same shall be paid,

And whereas by the Post Office (Money Orders) Act, 1883, certain alterations in the form of postal orders as set forth in the schedule to the Post Office (Money Orders) Act, 1880, are sanctioned, and the Postmaster-General is empowered, with the consent of the Commissioners of Her Majesty's Treasury, to prescribe by Post Office Regulations further modifications of the form of postal orders, and the several amounts (not exceeding twenty shillings) of such orders, and the sums of poundage (not exceeding two pence) to be taken in respect of such orders, and it was amongst other things provided that where an arrangement is made with the Government of any British possession for the transmission of small sums through the post offices of the United Kingdom, and such British

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† These Regulations were repealed as to Gibraltar by the Regulations of December 17, 1885, printed at p. 151 below.

possession by means of money orders of a like character to those issued under the Post Office (Money Orders) Act, 1885, as amended by that Act, the said Act as amended by that Act should, so far as is consistent with the tenour thereof, and subject to the prescribed modifications, apply in like manner as if an order issued in pursuance of such arrangement, whether by an officer of the post office or of such British possession, was an order under the said Act as amended by that Act and that such portions of the said Act as enact punishment should apply accordingly.

And whereas an arrangement has been made with the Government of British India for the issue in British India and payment in the United Kingdom and Gibraltar, and Constantinople, of postal orders in the form and subject to the Regulations herein-after mentioned.

Now, therefore, I, the Right Honourable Henry Fawcett, Her Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows:—

1. These Regulations shall come into operation on the 1st day of October, 1884.

2. Subject to the provisions of these Regulations, postal orders issued at any post office in British India, may be paid in the United Kingdom, Gibraltar, and Constantinople, by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom.

3. Every postal order issued in British India, as aforesaid, shall be in the form, and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,* and dated the 28th day of January, 1884,† or any other Regulations for the time being in force with reference to postal orders issued in the United Kingdom, and all the provisions of the said Regulations shall apply to orders issued in British India as aforesaid, so far as the nature of the case admits.

In witness whereof I, the said Henry Fawcett, Her Majesty's Postmaster-General, have hereunto set my hand this 5th day of July, 1884.

Henry Fawcett.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

*R. W. Duff.
Herbert J. Gladstone.*

* 11 & 12 Vict. c. 88; 43 & 44 Vict. c. 33; 46 & 47 Vict. c. 58.

† Published in "London Gazette" February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

B. British Guiana.

THE POSTAL ORDER (BRITISH GUIANA) REGULATIONS, 1890.
DATED DECEMBER 10, 1902.

1902. No. 915.

Whereas [Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above, with the substitution of "His Majesty's" for "Her Majesty's."]

And whereas an arrangement has been made with the Government of British Guiana for the issue in British Guiana and for the payment in the United Kingdom and in Constantinople, Smyrna, Salonica, and Panama of postal orders in the form and subject to the Regulations hereinafter mentioned.

Now, therefore, I, Joseph Austen Chamberlain, His Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of His Majesty's Treasury, do hereby order as follows :—

1. These Regulations shall come into operation on the first day of February, One thousand nine hundred and three.

2. Subject to the provisions of these Regulations, postal orders issued at any post office in British Guiana may be paid in the United Kingdom and at Constantinople, Smyrna, Salonica, and Panama by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom.

3. Every postal order issued in British Guiana shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,* and dated the 9th day of May, 1892,† or any other Regulations for the time being in force with reference to postal orders issued in the United Kingdom, and all the provisions of the said regulations shall apply to orders issued in British Guiana so far as the nature of the case admits.

In witness whereof I, the said Joseph Austen Chamberlain, His Majesty's Postmaster-General, have hereunto set my hand this tenth day of December, One thousand nine and two.

Austen Chamberlain.

We, the undersigned, being two of the Commissioners of His Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

H. T. Anstruther.

H. W. Foster.

* 11 & 12. Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† Printed in Statutory Rules and Orders 1892, p. 757, and repealed by Regulations of 1903, printed at p. 140 above.

C. Cape Colony.

THE POSTAL ORDER (CAPE COLONY) REGULATIONS), 1900
DATED AUGUST 24, 1900, AS AMENDED NOVEMBER 26.
1900.

1900. No. 632 as amended by No. 889.*

Whereas [Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.]

And whereas an arrangement has been made with the Government of Cape Colony for the issue and payment at certain post offices in the said colony and also in the United Kingdom of postal orders in the form and subject to the Regulations hereinafter mentioned.

Now, therefore, I, Charles Stewart, Marquess of Londonderry, K.G., Her Majesty's Postmaster-General, in pursuance of the said Acts and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows:—

Date of commencement.

1. These Regulations shall come operation on the first day of September, One thousand nine hundred.

Issue of Orders in Cape Colony Post Offices and payment in United Kingdom.

2. Subject to the provisions of these Regulations postal orders issued at any post office in Cape Colony mentioned in the schedule hereto, to soldiers of Her Majesty serving with the colours in South Africa, may be paid at any post office in the United Kingdom, and postal orders issued in the United Kingdom and made payable in South Africa may be paid at any post office in Cape Colony mentioned in the schedule hereto to soldiers of Her Majesty serving in South Africa.

Form and amounts of Orders.

3. Every postal order issued under these Regulations in Cape Colony for payment in the United Kingdom, or issued under these Regulations in the United Kingdom for payment in Cape Colony, shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,† and dated the ninth day of May, One thousand eight hundred and ninety-two,‡ and all the provisions of the said Regulations in Cape Colony and the United Kingdom so far as the nature of the case admits.

Dated this 24th day of August, One thousand nine hundred.

Londonderry,

Her Majesty's Postmaster-General.

We hereby consent to the Regulations herein set forth.

W. H. Fisher,

H. T. Anstruther,

Two of the Commissioners of
Her Majesty's Treasury.

* These Regulations are here reprinted as thus amended in accordance with Article 3 of the Regulations of November 26.

† 11 & 12 Vict. c. 88; 43 & 44 Vict. c. 33; 46 & 47 Vict. c. 58.

‡ Printed in Statutory Rules and Orders 1892, p. 757, and repealed by Regulations of 1903, printed at p. 140 above.

D. Gibraltar.

REGULATIONS, DATED DECEMBER 17, 1885, MADE BY THE POSTMASTER-GENERAL, WITH THE CONSENT OF THE TREASURY, UNDER THE POST OFFICE (MONEY ORDERS) ACTS, 1848 TO 1893.*

Whereas [Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.]

And whereas it is intended that, on and after the first day of January, 1886, the postal service of Gibraltar shall cease to be conducted by officers of Her Majesty's Postmaster-General.

And whereas an arrangement has been made with the Government of Gibraltar for the issue and payment in Gibraltar, and in the United Kingdom and Constantinople respectively, on and after the said 1st day of January, 1886, of postal orders in the form, and subject to the Regulations hereinafter mentioned.

Now, therefore, I, the Right Honourable Sir John James Robert Manners, G.C.B., (commonly called Lord John Manners), Her Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows :—

1. These Regulations shall come into operation on the 1st day of January, 1886, on and from which date the Regulations made by Her Majesty's Postmaster-General, with the consent of the Commissioners of Her Majesty's Treasury, dated respectively the 28th day of January, 1884,† the 5th day of July, 1884,‡ the 17th day of July, 1884,§ the 12th day of December, 1884,|| and the first day of April, 1885,¶ so far as they respectively affect the issue or payment of postal orders in Gibraltar are hereby repealed, without prejudice, nevertheless, to anything already done in pursuance thereof.

2. Subject to the provisions of the Regulations postal orders issued at any post office in Gibraltar may be paid in the United Kingdom and Constantinople by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom, and postal orders may be issued by any such last-mentioned officer or person for payment in Gibraltar.

3. Every postal order issued in Gibraltar, the United Kingdom, or Constantinople shall be in the form, and of one of

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† Published in "London Gazette," February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by regulations of 1903, printed at p. 140 above.

‡ Printed at p. 147 above.

|| Printed at p. 153 below.

§ Printed at p. 152 below.

¶ Printed at p. 157 below.

the amounts specified in the said Regulations, dated the 28th day of January, 1884, or any other Regulations for the time being in force* with reference to postal orders issued in the United Kingdom; and all provisions of the said Regulations shall apply to orders issued in Gibraltar, the United Kingdom, and Constantinople under these Regulations so far as the nature of the case admits.

In witness whereof I, the said John James Robert Manners, Her Majesty's Postmaster-General, have hereunto set my hand this seventeenth day of December, One thousand eight hundred and eighty-five.

John Manners.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

*W. H. Walrond.
Sidney Herbert.*

E. Hong Kong.

REGULATIONS, DATED JULY 17, 1884, MADE BY THE POSTMASTER-GENERAL, WITH THE CONSENT OF THE TREASURY, UNDER THE POST OFFICE (MONEY ORDERS) ACTS, 1848 TO 1883.†‡

Whereas [*Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.*]

And whereas an arrangement has been made with the Government of Hong Kong for the issue at Hong Kong, or at any port or place at which the post office of Hong Kong maintains a post office, and for the payment in the United Kingdom and in Gibraltar and Constantinople of postal orders in the form and subject to the Regulations herein-after mentioned.

Now, therefore, I, the Right Honourable Henry Fawcett, Her Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows:—

1. These Regulations shall come into operation on the 1st day of October, 1884.
2. Subject to the provisions of these Regulations, postal orders issued at any post office in Hong Kong, or any port or

* Published in "London Gazette," February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

† 11 & 12 Vict. c. 88; 43 & 44 Vict. c. 33; 46 & 47 Vict. c. 58.

‡ These Regulations were repealed as to Gibraltar by the Regulations of December 17, 1885, printed at p. 151 above.

place at which the Hong Kong Post Office maintains a post office, may be paid in the United Kingdom, Gibraltar, and Constantinople, by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom.

3. Every postal order issued in Hong Kong, or any port or place at which the Hong Kong Post Office maintains a post office as aforesaid, shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,* and dated the 28th day of January, 1884,† or any other Regulations for the time being in force with reference to postal orders issued in the United Kingdom, and all the provisions of the said Regulations shall apply to orders issued in Hong Kong, or any port or place at which the Hong Kong Post Office maintains a post office as aforesaid so far as the nature of the case admits.

In witness whereof I, the said Henry Fawcett, Her Majesty's Postmaster-General, have hereunto set my hand this 17th day of July, 1884.

Henry Fawcett.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury do hereby signify the consent of the same Commissioners to Her Majesty's Regulations.

*Charles C. Cotes.
R. W. Duff.*

F. Malta.

REGULATIONS, DATED DECEMBER 12, 1884, MADE BY THE POSTMASTER-GENERAL, WITH THE CONSENT OF THE TREASURY, UNDER THE POST OFFICE (MONEY ORDERS) ACTS, 1848 TO 1883. * †

Whereas [Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.]

And whereas it is intended that on and after the 1st day of January, 1885, the postal service of Malta shall cease to be conducted by officers of Her Majesty's Postmaster-General.

And whereas an arrangement has been made with the Government of Malta, for the issue and payment in Malta and in the United Kingdom, Gibraltar, and Constantinople, respectively, and on and after the 1st day of January, 1885, of postal orders in the form and subject to the Regulations herein-after mentioned.

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† Published in "London Gazette" February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

‡ These Regulations were repealed as to Gibraltar by the Regulations of December 17, 1885, printed at p. 151 above.

Now, therefore, I, the Right Honourable George John Shaw Lefevre, Her Majesty's Postmaster-General, in pursuance of the said Acts and of all other powers enabling me in this behalf with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows:—

1. These Regulations shall come into operation on the 1st day of January, 1885, and from which date the Regulations made by the Right Honourable Henry Fawcett, Her Majesty's late Postmaster-General, with the consent of the Commissioners of Her Majesty's Treasury, dated the 13th day of May, 1884,* are hereby repealed, without prejudice, nevertheless, to anything already done in pursuance thereof.

2. Subject to the provisions of these Regulations, postal orders issued at any post office in Malta may be paid in the United Kingdom, Gibraltar, and Constantinople, by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom, and postal orders may be issued by any such last-mentioned officer or person for payment in Malta.

3. Every postal order issued in Malta, the United Kingdom, Gibraltar, or Constantinople, shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,† and dated the 28th day of January, 1884,‡ or any other Regulations for the time being in force with reference to postal orders issued in the United Kingdom; and all the provisions of the said Regulations shall apply to orders issued in Malta, the United Kingdom, Gibraltar, and Constantinople, under these Regulations so far as the nature of the case admits.

In witness whereof, I, the said George John Shaw Lefevre, Her Majesty's Postmaster-General, have hereunto set my hand this 12th day of December, 1884.

G. J. Shaw Lefevre.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

*Charles C. Cotes.
Herbert J. Gladstone*

* Published in the "London Gazette," May 16, 1884, p. 2181.

† 11 & 12 Vict. c. 88; 43 & 44 Vict. c. 33; 46 & 47 Vict. c. 58.

‡ Published in the "London Gazette," February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

G. Natal.**THE POSTAL ORDER (NATAL AND ORANGE RIVER COLONY)
REGULATIONS, 1901. DATED JANUARY 13, 1902.**

1902. No. 2.

Whereas . . . [*Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above, with the substitution of "His Majesty's" for "Her Majesty's."*]

And whereas arrangements have been made with the Government of Natal and with the persons responsible for the administration of the Orange River Colony for the issue and payment at certain post offices in the said Colonies, and also in the United Kingdom, of postal orders in the form and subject to the Regulations hereinafter mentioned.

Now, therefore, I, Charles Stewart, Marquess of Londonderry, K.G., His Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of His Majesty's Treasury, do hereby order as follows:—

1. These Regulations shall come into operation on the 18th day of January, One thousand nine hundred and two. Date of commencement.
2. Subject to the provisions of these Regulations, postal orders issued at any post office in Natal mentioned in Part I. of the schedule hereto, or at any post office in Orange River Colony mentioned in Part II. of the said schedule respectively, to soldiers of His Majesty serving with the colours in South Africa, may be paid at any post office in the United Kingdom, and postal orders issued in the United Kingdom and made payable in South Africa may be paid at any post office mentioned in the schedule hereto, and also at Durban, respectively, to soldiers of His Majesty serving with the colours in South Africa. Issue of Orders at certain places in Natal and Orange River Colony, and payment in United Kingdom.
3. Every postal order issued under these Regulations in Natal or Orange River Colony for payment in the United Kingdom, or issued under these Regulations in the United Kingdom for payment in Natal or Orange River Colony, shall be in the form and of one of the amounts specified in the Regulations made under "The Post Office (Money Orders) Acts, 1848 to 1883,"* and dated the ninth day of May, One thousand eight hundred and ninety-two,† and all the provisions of the said Regulations shall apply to the orders issued under these Regulations in Natal or Orange River Colony Form and amounts of Orders.

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† Printed in Statutory Rules and Orders, 1892, p. 757, and repealed by Regulations of 1903 ; printed at p. 140 above.

and the United Kingdom so far as the nature of the case admits.

Dated this 13th day of January, one thousand nine hundred and two.

Londonderry,

His Majesty's Postmaster-General.

We hereby consent to the Regulations herein set forth.

H. T. Anstruther,

W. H. Fisher,

Two of the Commissioners of His Majesty's Treasury.

The Schedule.

PART I.

Natal	-	-	-	{ Maritzburg. Newcastle. Dundee.
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PART II.

Orange River Colony	-	-	-	{ Bloemfontein. Springfontein. Kroonstad. Harrismith.
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H. Newfoundland.

REGULATIONS, DATED DECEMBER 14, 1888, MADE BY THE POSTMASTER-GENERAL, WITH THE CONSENT OF THE TREASURY, UNDER THE POST OFFICE (MONEY ORDERS) ACTS, 1848 TO 1883.*

Whereas [*Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.*]

And whereas an arrangement has been made with the Government of Newfoundland for the issue in Newfoundland, and for the payment in the United Kingdom and in Constantinople, of postal orders in the form and subject to the Regulations herein-after mentioned.

Now, therefore, I, the Right Honourable Henry Cecil Raikes, Her Majesty's Postmaster-General, in pursuance of the said Acts, and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows:—

1. These Regulations shall come into operation on the first day of January, one thousand eight hundred and eighty-nine.

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

2. Subject to the provisions of these Regulations, postal orders issued at any post office in Newfoundland may be paid in the United Kingdom and at Constantinople by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom.

3. Every postal order issued in Newfoundland shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,* and dated the 28th day of January, 1884,† or any other Regulations for the time being in force with reference to postal orders issued in the United Kingdom, and all the provisions of the said Regulations shall apply to Orders issued in Newfoundland so far as the nature of the case admits.

In witness whereof I, the said Henry Cecil Raikes, Her Majesty's Postmaster-General, have hereunto set my hand this fourteenth day of December, one thousand eight hundred and eighty-eight.

Henry Cecil Raikes.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

W. H. Walrond.

Sidney Herbert.

I. Orange River Colony.

THE POSTAL ORDER (NATAL AND ORANGE RIVER COLONY) REGULATIONS, 1901. DATED JANUARY 13, 1902.

1902. No. 2.

[These Regulations are printed under Natal at p. 155 above].

J. Straits Settlements.

REGULATIONS, DATED APRIL 1, 1885, MADE BY THE POSTMASTER-GENERAL, WITH THE CONSENT OF THE TREASURY, UNDER THE POST OFFICE (MONEY ORDERS) ACTS, 1848 TO 1883.* †

Whereas [Here follow the first three recitals to the Regulations as to British India, printed at p. 147 above.]

And whereas an arrangement has been made with the Government of the Straits Settlements for the issue in the

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; 46 & 47 Vict. c. 58.

† Published in "London Gazette" February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9th, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

‡ These Regulations were repealed as to Gibraltar by the Regulations of December 17, 1885, printed at p. 151 above.

Straits Settlements and for the payment in the United Kingdom, and in Gibraltar and Constantinople, of postal orders in the form and subject to the Regulations herein-after mentioned.

Now, therefore, I, the Right Honourable George John Shaw Lefevre, Her Majesty's Postmaster-General, in pursuance of the said Acts and of all other powers enabling me in this behalf, with the consent of the Commissioners of Her Majesty's Treasury, do hereby order as follows :--

1. These Regulations shall come into operation on the 1st day of June, 1885.

2. Subject to the provisions of these Regulations postal orders issued at any post office in the Straits Settlements, may be paid in the United Kingdom, Gibraltar, and Constantinople, by any officer or person for the time being there authorised to pay postal orders issued in the United Kingdom.

3. Every postal order issued in the Straits Settlements shall be in the form and of one of the amounts specified in the Regulations made under the Post Office (Money Orders) Acts, 1848 to 1883,* and dated the 28th day of January, 1884,† or any other Regulations for the time being in force with reference to postal orders, issued in the United Kingdom, and all the provisions of the said Regulations shall apply to orders issued in the Straits Settlements, so far as the nature of the case admits.

In witness whereof, I, the said George John Shaw Lefevre, Her Majesty's Postmaster-General, have hereunto set my hand this 1st day of April, 1885.

G. J. Shaw Lefevre.

We, the undersigned, being two of the Commissioners of Her Majesty's Treasury, do hereby signify the consent of the same Commissioners to the above Regulations.

R. W. Duff.

Herbert. J. Gladstone.

* 11 & 12 Vict. c. 88 ; 43 & 44 Vict. c. 33 ; § 46 & 47 Vict. c. 58.

† Published in "London Gazette" February 19, 1884, p. 845. These Regulations were repealed by Regulations of May 9, 1892, which were repealed by Regulations of 1903, printed at p. 140 above.

PRESBYTERIAN CHURCH, IRELAND.

GRANT, DATED NOVEMBER 28, 1871, INCORPORATING "THE TRUSTEES OF THE PRESBYTERIAN CHURCH IN IRELAND."

Victoria by the grace of God of the United Kingdom of Great Britain and Ireland Queen Defender of the Faith and so forth. To all unto whom these presents shall come greeting. Whereas our trusty and well beloved subjects Sir Edward Coey Knight Deputy Lieutenant and Justice of the Peace James Porter Corry Esquire Justice of the Peace George McCarter Esquire William Martin Esquire Reverend Robert Black Reverend Lowry Edmonds Berkeley Daniel Taylor Esquire Justice of the Peace William Shaw Esquire James Brown Esquire Reverend John Macnaughtan Leonard Dobbin Esquire Thomas Ferguson Esquire Justice of the Peace Thomas Alexander Dickson Esquire Archibald Dunlop Lemon Esquire Robert Porter Esquire Thomas Sinclair Esquire Justice of the Peace William Macnaughtan Esquire Henry Matier Esquire Reverend Charles Lucas Morell Reverend John Henry Orr Reverend Jackson Smyth James Charman Crawford Esquire Justice of the Peace Robert Garmany McCrum Esquire the Reverend Richard Smyth Doctor of Divinity William Finlay Bigger Esquire Justice of the Peace William Tillie Esquire Justice of the Peace Reverend Nathaniel McAuley Brown Hugh Moore Esquire John Adams Esquire Deputy Lieutenant and Justice of the Peace Reverend James Alexander Robson William Young Esquire Justice of the Peace William Wilson Esquire Robert Stevenson Esquire Justice of the Peace the Reverend David Wilson Doctor of Divinity The Trustees of the Presbyterian Church in Ireland as named in or appointed under the provisions of "The Irish Presbyterian Church Act, 1871" * Have by their memorial to our right trusty and right well beloved cousin and councillor John Poyntz Earl Spencer KG Lord Lieutenant General and General Governor of that part of our said United Kingdom called Ireland set forth that by "The Irish Presbyterian Church Act, 1871" It was enacted that the late Reverend John Richard McAlister and Memorialists (with the exception of memorialist the Reverend Jackson Smyth) and their successors appointed as therein-after expressed should be "The trustees of the Presbyterian Church in Ireland for the purpose of carrying into effect the provisions of the said Act That the said Reverend John Richard McAlister died on the twenty-seventh day of June One thousand eight hundred and seventy-one and subsequently to the passing of the said Act and under the provisions in that behalf in the said Act contained the said Reverend Jackson Smyth was on the thirteenth day of July One thousand eight hundred and

* 34 & 35 Vict. c. 24.

seventy-one at a meeting of the General Assembly of the Presbyterian Church in Ireland specially convened for the purpose appointed a trustee in the place of the said Reverend John Richard McAlister as appeared by the certificate of the said General Assembly therewith sent and memorialists are now trustees of the Presbyterian Church in Ireland" within the meaning of the said Act That by the said recited Act it was also enacted that it should be lawful for Her Majesty by charter to incorporate the said trustees (being the memorialists aforesaid) with power (notwithstanding the Statutes of Mortmain) to hold land to such extent as was in the said Act provided but not further or otherwise and that the said trustees when so incorporated by charter should continue to act in the execution of the said Act That memorialists as such trustees as aforesaid are anxious of being incorporated pursuant to the provisions of the said Act and had accordingly prepared a draft charter of incorporation and respectfully begged to submit therewith the said draft for His Excellency the Lord Lieutenant's favourable consideration with a view to having a charter in the form proposed granted to memorialists and praying our Lieutenant General and General Governor of that part of our United Kingdom called Ireland to give such directions as to His Excellency might seem meet for the purpose of enabling a charter incorporating memorialists and their successors to be granted to memorialists in the form submitted in the accompanying draft or in such other form as might seem proper to confer on memorialists and their successors the powers and benefits by the said Act authorized and intended and otherwise fit to be conferred on the memorialists as such trustees as aforesaid And whereas by an order of the Lords Justices General and General Governors of Ireland bearing date at our Castle of Dublin the twenty-sixth day of August One thousand eight hundred and seventy-one the said memorial was referred to our Attorney General and Solicitor General in Ireland to consider thereof and report unto their Excellencies what was proper to be done thereon under the 13 Section of the Irish Presbyterian Church Act 1871.* And whereas the said Attorney General and Solicitor General for Ireland have by their report bearing date the thirteenth day of September One thousand eight hundred and seventy-one signified their opinions that we might (if we should be graciously pleased to do so) grant unto the said memorialists such charter for the purposes aforesaid in which you entirely agree with them upon consideration whereof we have been graciously pleased so to grant unto the said memorialists such charter for the purposes aforesaid in which you entirely agree with them upon consideration thereof we have been graciously pleased to condescend thereto and think fit to grant to the said memorialists the said charter And whereas by "The Irish Presbyterian Church Act 1871" it was enacted that the

* 34 & 35 Vict. c. 24.

several persons therein named being the trustees in a certain deed therein particularly mentioned and their successors to be appointed as in the said Act is expressed should be "The trustees of the Presbyterian Church in Ireland" for the purpose of carrying into effect the provisions of the said Act And whereas by the said Act it was also enacted that it should be lawful for us by charter to incorporate the several persons so named in the said Act and their successors to be appointed as aforesaid with power notwithstanding the Statutes of Mortmain to hold land to such extent as in the said Act provided but not further or otherwise And that the said several persons and their successors to be appointed as aforesaid when so incorporated by charter should continue to act in the execution of the said Act And whereas our late trusty and well beloved the Reverend John Richard MacAlister who was one of the trustees named in the said Act died on the twenty-seventh day of June last and our trusty and well beloved the Reverend Jackson Smyth herein-after named has been duly appointed a trustee pursuant to the provisions of the said Act to fill the vacancy in the number of trustees created by the said death Know ye therefore that we of our special grace certain knowledge and mere motion by and with the advice and consent of our right trusty and well beloved cousin and Councillor John Poyntz Earl Spencer K.G. our Lieutenant General and General Governor of that part of our said United Kingdom of Great Britain and Ireland called Ireland and according to the tenor and effect of our letter under our privy signet and Royal Sign Manual bearing date at our Court at Saint James's the thirteenth day of November One thousand eight hundred and seventy-one in the thirty-fifth year of our reign and now enrolled in the Record and Writ Office of our High Court of Chancery in Ireland aforesaid Have granted constituted declared and appointed and by these presents for us our heirs and successors we do grant constitute declare and appoint that our said trusty and welbeloved Sir Edward Coey Knight Deputy Lieutenant Justice of the Peace and our trusty and welbeloved James Porter Corry Esquire Justice of the Peace our trusty and welbeloved George McCarter Esquire our trusty and welbeloved William Martin Esquire our trusty and welbeloved the Reverend Robert Black our trusty and welbeloved the Reverend Lowry Edmonds Berkeley our trusty and welbeloved Daniel Taylor Esquire Justice of the Peace our trusty and welbeloved William Shaw Esquire our trusty and welbeloved James Browne Esquire our trusty and welbeloved the Reverend John Macnaughten our trusty and welbeloved Leonard Dobbin Esquire our trusty and welbeloved Thomas Ferguson Esquire Justice of the Peace our trusty and welbeloved Thomas Alexander Dickson Esquire, our trusty and welbeloved Archibald Dunlop Lemon Esquire our trusty and welbeloved Robert Porter Esquire our trusty and welbeloved Thomas Sinclair Esquire Justice of the Peace our trusty and welbeloved William Macnaughten Esquire our

trusty and welbeloved Henry Matier Esquire our trusty and welbeloved the Reverend Charles Lucas Morell our trusty and welbeloved the Reverend John Henry Orr our trusty and welbeloved the Reverend Jackson Smyth our trusty and welbeloved James Sharman Crawford Esquire Justice of the Peace our trusty and welbeloved Robert Garmany McCrum Esquire our trusty and welbeloved the Reverend Professor Richard Smyth Doctor of Divinity our trusty and welbeloved William Finlay Bigger Esquire Justice of the Peace our trusty and welbeloved William Tillie Esquire Justice of the Peace our trusty and welbeloved the Reverend Nathaniel McAuley Brown our trusty and welbeloved Hugh Moore Esquire our trusty and welbeloved John Adams Esquire Deputy Lieutenant Justice of the Peace our trusty and welbeloved the Reverend James Alexander Robson our trusty and welbeloved William Young Esquire Justice of the Peace our trusty and welbeloved William Wilson Esquire our trusty and welbeloved Robert Stevenson Esquire Justice of the Peace our trusty and welbeloved the Reverend David Wilson Doctor of Divinity and all and every other person and persons who shall from time to time hereafter be appointed their successors in office in manner as in the said Act expressed shall be one corporation or body politic and have continuance for ever and them by the name of "The Trustees of the Presbyterian Church in Ireland" into one body corporate and politic in deed and in name for ever We do for us our heirs and successors erect constitute confirm and declare by these presents and we do hereby grant and declare that by the same name they shall have perpetual succession and by the same name shall and may sue and be sued plead and be empleaded answer and be answered unto in all the courts and places whatsoever of us our heirs and successors in all suits plaint and demands whatsoever and we further hereby will and ordain that they and their successors shall have a common seal with such stamp and inscription to be made and engraved thereon as they shall think proper and that it shall be lawful for them and their successors to break and alter or renew the said seal from time to time as they shall think proper and that they and their successors by the name aforesaid shall be able and capable in law notwithstanding the Statutes of Mortmain to hold land to such extent and for such purposes as in and by the said Act in that behalf respectively mentioned and provided And further that they and their successors by the name aforesaid shall be also capable and able in law to take purchase receive and hold for the use of the said church or for any purposes connected therewith any money goods or chattels that may be sold given or bequeathed to them by any person or body politic capable of selling the same or making a gift or bequest thereof and they or their successors by the name aforesaid shall hold all real and personal property which shall become vested in them upon and for such trusts objects and purposes and with under and subject to such powers provisions and regulations

as are in the said Act in that behalf mentioned or provided and upon and for such trusts objects and purposes and with under and subject to such powers provisions and regulations not being inconsistent with or in violation of the said act or any law of this realm as the General Assembly of the Presbyterian Church in Ireland shall from time to time in that behalf direct and we grant and ordain that the said corporation shall exercise and we do hereby grant and confirm unto them and their successors full authority to exercise all the rights and powers and to perform all the functions acts and duties authorized or directed or intended by the said Act to be performed by the persons in the said Act referred to as "The Trustees" including such power of framing bye laws as in the said Act mentioned and from time to time altering or repealing the same or any of them and of doing all other acts matters and things (not being inconsistent with or in violation of said Act) incidental or appertaining to a body corporate provided nevertheless that the said corporation shall so far as is consistent with and not in violation of the said Act or any law of this realm be subject to the order approval or control of the General Assembly or in respect of all matters not provided for in the said Act or the laws of this realm And lastly we do by these presents grant to the said corporation and their successors that these our letters patent or the enrolment or exemplification thereof and all and singular the matters and things in the same contained shall and may be good valid and effectual in the law according to the true intent and meaning of the same and shall be taken construed and adjudged in the most favourable and beneficial sense and for the best advantage of the said corporation and their successors as well as in all our Courts of Record as elsewhere and by all and singular the judges or justices officers ministers and other subjects whatsoever of us our heirs and successors any omission imperfection defect cause or thing whatsoever to the contrary thereof in anywise notwithstanding Provided always that these our Letters Patent be enrolled in the Record and Writ Office of our High Court of Chancery in that part of our said United Kingdom called Ireland within the space of six months next ensuing the date of these presents In witness whereof we have caused these our letters to be made patent witness our aforesaid Lieutenant General and General Governor of Ireland at Dublin the 28th day of November 1871. Enrolled the ninth day of December One thousand eight hundred and seventy-one.

(L.S.)

M. J. McEnery.

20th December, 1899.

PRISON, ENGLAND.

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|------------------------------------|--|---------------------------------------|
| 1. <i>Local Prisons</i> , p. 1. | | 3. <i>Prisons Generally</i> , p. 122. |
| 2. <i>Convict Prisons</i> , p. 77. | | |

1. Local Prisons.

- | | | |
|--|--|---|
| (a) <i>Discipline and Management</i> , p. 1. | | for particular localities,
p. 65. |
| (b) <i>Appointment of Prisons</i> . | | (c) <i>Alternative Prisons</i> , p. 68. |

(a) Discipline and Management.

THE PRISONS (CONSTITUTION OF VISITING COMMITTEES) RULES, 1898. DATED MARCH 16, 1898,* AS AMENDED BY RULES DATED JULY 25, 1901, JANUARY 24, 1902, AND NOVEMBER 18, 1902†.

1898. No. 533, as amended by 1901, No. 601. 1902, Nos. 501, 874.

Order made by the Secretary of State for the Home Department consolidating the existing Orders as to the constitution of Visiting Committees of local prisons.

In pursuance of the powers vested in me by the Prison Act, 1877 (40 & 41 Vict. c. 21), I hereby make the following Rules as to the constitution of Visiting Committees‡ :—

1. These Rules may be cited as “The Prisons (Constitution of Visiting Committees) Rules, 1898.”

2. The Visiting Committees for the prisons specified in the first column of the first schedule hereto shall, on and after the next appointment of such committees, be constituted as set forth for the same prisons respectively in the two sub-columns of the second column of the same schedule.

3. The Rules relating to the constitution of Visiting Committees specified in the second schedule hereto are hereby revoked.

* These Rules were laid before the House of Lords on the 24th March, and before the House of Commons on the 22nd March, 1898.

† The Rules of 1901 and November, 1902, were printed as Statutory Rules and Orders, 1901, No. 601, and 1902, No. 874, respectively, the Rule of January, 1902, is printed at length in Statutory Rules and Orders, 1902, at p. 362.

‡ As to the appointment and duties of Visiting Committees see Rules 275–311 of the Rules for Local Prisons printed at pp. 50–55 below.

The First Schedule.

Name of Prison.	Constitution of Visiting Committees.	
	Sessions to appoint Visiting Committees.	Number of Justices to be Appointed.
Bedford - - -	Bedfordshire Quarter - - -	12
Birmingham - - -	Birmingham City Special - - -	8
Bodmin - - -	Cornwall Quarter - - -	10
Borstal * - - -	Kent, Western Division Quarter - - -	7
	Rochester City Special - - -	2
		— 9
Brecon - - -	Brecknockshire Quarter - - -	6
Bristol - - -	Bristol City Special - - -	5
	Gloucestershire Quarter - - -	2
	Somerset Quarter - - -	2
	Bath City Special - - -	2
		— 11
Brixton † - - -	County of London Quarter - - -	3
	City of London Special - - -	6
	Middlesex Quarter - - -	3
	Surrey Quarter - - -	3
		— 15
Cambridge - - -	Cambridgeshire Quarter - - -	3
	Cambridge Borough Special - - -	3
	Isle of Ely Quarter - - -	3
	Hunts Quarter - - -	3
		— 12
Canterbury - - -	Kent Quarter, Eastern Division - - -	4
	Dover Borough Special - - -	2
	Sandwich Borough Special - - -	2
		— 8
Cardiff - - -	Glamorganshire Quarter - - -	8
	Cardiff Borough Special - - -	4
		— 12
Carlisle - - -	Cumberland Quarter - - -	6
	Carlisle City Special - - -	2
		— 8
Carmarthen - - -	Carmarthenshire Quarter - - -	5
	Cardiganshire Quarter - - -	2
	Pembrokeshire Quarter - - -	5
		— 12
Carnarvon - - -	Carnarvonshire Quarter - - -	4
	Anglesea Quarter - - -	4
	Merionethshire Quarter - - -	2
		— 10
Chelmsford - - -	Essex Quarter - - -	12
Derby - - -	Derbyshire Quarter - - -	8
Devizes - - -	Wiltshire Quarter - - -	12
Dorchester - - -	Dorset Quarter - - -	11
	Poole Borough Special - - -	1
		— 12
Durham - - -	County of Durham Quarter - - -	9
Exeter - - -	Devon Quarter - - -	8
	Barnstaple Borough Special - - -	1
	Tiverton Borough Special - - -	1
	Exeter City Special - - -	2
		— 12
Gloucester - - -	Gloucestershire Quarter - - -	10
	Gloucester City Special - - -	2
		— 12
Hereford - - -	Herefordshire Quarter - - -	6
	Hereford City Special - - -	2
	Radnor Quarter - - -	2
		— 10

* The constitution of this Visiting Committee was added by the Rule of January, 1902.

† The constitution of this Visiting Committee was added by the Rule of November, 1902.

Name of Prison.	Constitution of Visiting Committees.	
	Sessions to appoint Visiting Committees.	Number of Justices to be Appointed.
Holloway - - -	County of London Quarter - - -	6
	City of London Special - - -	6
		— 12
Hull * - - -	Kingston-on-Hull City Special - - -	9
	East Riding of Yorks Quarter - - -	3
	Scarborough Borough Special - - -	2
		— 14
Ipswich - - -	Suffolk (Eastern Division) Quarter - - -	5
	Suffolk (Western Division) Quarter - - -	5
	Ipswich Borough Special - - -	2
		— 12
Knutsford - - -	Cheshire Quarter - - -	12
Lancaster - - -	County Quarter Sessions held at Lancaster.	12
Leeds - - -	Leeds City Special - - -	9
	Bradford City Special - - -	3
		— 12
Leicester - - -	Leicestershire Quarter - - -	6
	Leicester Borough Special - - -	3
	Rutland Quarter - - -	2
	Stamford Borough Special - - -	1
		— 12
Lewes - - -	Sussex (Eastern Division) Quarter - - -	6
	Sussex (Western Division) Quarter - - -	6
		— 12
Lincoln - - -	Parts of Lindsey Quarter - - -	5
	Parts of Kesteven Quarter - - -	2
	Parts of Holland Quarter - - -	2
	Lincoln City Special - - -	1
	Grantham Borough Special - - -	1
		— 11
Liverpool - - -	Liverpool City Special - - -	9
	Lancashire Quarter : held at Liverpool.	3
		— 12
Maidstone - - -	Kent (Western Division) Quarter - - -	12
Manchester - - -	Lancashire Quarter Sessions to be held in the Hundred of Salford.	5
	Manchester City Special - - -	5
	Salford Borough Special - - -	2
		— 12
Newcastle - - -	Northumberland Quarter - - -	4
	Newcastle City Special - - -	7
	Berwick Borough Special - - -	1
		— 12
Newgate † - - -	City of London Special - - -	12
Northallerton - - -	North Riding of Yorks Quarter - - -	9
	Liberty of Ripon Quarter - - -	1
		— 10
Northampton - - -	Northants Quarter - - -	8
	Liberty of Peterborough Quarter - - -	1
	Northampton Borough Special - - -	2
	Bucks Quarter - - -	1
		— 12
Norwich - - -	Norfolk Quarter - - -	9
	Norwich City Special - - -	3
		— 12
Nottingham - - -	Notts Quarter - - -	6
	Nottingham City Special - - -	6
		— 12

* The constitution of this Visiting Committee was amended by the Rule of 1901.

† This prison has ceased to exist.

Name of Prison.	Constitution of Visiting Committees.	
	Sessions to appoint Visiting Committees.	Number of Justices to be Appointed.
Oxford - - -	Oxfordshire Quarter - - - -	8
	Oxford City Special - - - -	4
	Bucks Quarter - - - -	1
		<u>13</u>
Pentonville - - -	County of London Quarter - - -	6
	Middlesex Quarter - - - -	6
		<u>12</u>
Plymouth - - -	Devon Quarter - - - -	2
	Devonport Borough Special - - -	2
	Plymouth Borough Special - - -	2
		<u>6</u>
Portsmouth - - -	Sussex (Western Division) Quarter -	6
	Portsmouth Borough Special - -	4
		<u>10</u>
Preston - - -	Adjourned County Quarter Sessions : held at Preston.	12
Reading - - -	Berks Quarter - - - -	7
	Bucks Quarter - - - -	2
	Reading Borough Special - - -	1
		<u>10</u>
Ruthin - - -	Denbighshire Quarter - - - -	5
	Flintshire Quarter - - - -	5
	Merionethshire Quarter - - - -	2
		<u>12</u>
St. Albans - - -	Adjourned Quarter Sessions for the whole County of Hertford.	12
Shepton Mallet - - -	Somerset Quarter - - - -	12
Shrewsbury - - -	Shropshire Quarter - - - -	5
	Montgomeryshire Quarter - - -	1
		<u>6</u>
Stafford - - -	Staffordshire Quarter - - - -	12
Swansea - - -	Glamorganshire Quarter - - -	12
Usk - - -	Monmouthshire Quarter - - -	12
Wakefield - - -	West Riding of Yorks Quarter - - -	12
Wandsworth - - -	County of London Quarter - - -	6
	Surrey Quarter - - - -	6
		<u>12</u>
Warwick - - -	Warwickshire Quarter - - - -	12
Winchester - - -	Hants Quarter - - - -	6
	Southampton Borough Special - - -	2
		<u>8</u>
Worcester - - -	Worcestershire Quarter - - -	9
	City of Worcester Town Council - - -	3
		<u>12</u>
Wormwood Scrubbs -	Middlesex Quarter - - - -	6
	County of London Quarter - - -	6
		<u>12</u>
York - - -	North Riding Quarter - - - -	3
	West Riding Quarter - - - -	3
	East Riding Quarter - - - -	3
	Scarborough Borough Special - - -	2
		<u>11</u>

The Second Schedule.

¹ 1878 : February 19	-	-	-	(Various Prisons).
² 1878 : June 17	-	-	-	(Various Prisons).
³ 1879 : June 16	-	-	-	(Various Prisons).
⁴ 1880 : February 21	-	-	-	(Brecon).
⁵ 1880 : June 23	-	-	-	(Hereford, Swansea).
⁶ 1882 : May 11	-	-	-	(Newcastle).
⁷ 1885 : February 24	-	-	-	(Leicester).
⁸ 1886 : May 5	-	-	-	(Shepton Mallet, Bristol).
⁹ 1888 : February 27	-	-	-	(Bodmin).
¹⁰ 1888 : May 14	-	-	-	(Leeds).
¹¹ 1889 : January 16	-	-	-	(Hull).
¹² 1889 : April 2	-	-	-	(York).
¹³ 1890 : March 10	-	-	-	(London Prisons).
¹⁴ 1890 : November 26	-	-	-	(Wormwood Scrubs).
¹⁵ 1891 : March 4	-	-	-	(Lancaster, Preston).
¹⁶ 1892 : February 18	-	-	-	(Cambridge).
¹⁷ 1893 : August 18	-	-	-	(Reading).
¹⁸ 1893 : December 18	-	-	-	(Northampton).
¹⁹ 1893 : December 18	-	-	-	(Oxford).
²⁰ 1894 : June 8	-	-	-	(Strangeways).
²¹ 1895 : June 4	-	-	-	(Liverpool).

Settled and approved this 16th day of March, 1898.

M. W. Ridley,
One of Her Majesty's Principal
Secretaries of State.

Home Office, Whitehall.

- ¹ Parliamentary Paper, 1878 (49) LXIII., 717.
- ² Parliamentary Paper, 1878 (242) LXIII., 761.
- ³ Parliamentary Paper, 1879 (236-1) LIX., 481.
- ⁴ Parliamentary Paper, 1879 (184, Sess. 2) LIX., 571.
- ⁵ Parliamentary Paper, 1880 (194-1, Sess. 2) LIX., 573.
- ⁶ Parliamentary Paper, 1882 (29-1) LIV., 509.
- ⁷ Published as an Home Office Paper.
- ⁸ Published as an Home Office Paper.
- ⁹ Parliamentary Paper, 1888 (192) LXXXII., 683.
- ¹⁰ Parliamentary Paper, 1888 (190) LXXXII., 681.
- ¹¹ Parliamentary Paper, 1889 (39) LXI., 589.
- ¹² Parliamentary Paper, 1889 (119) LXI., 357.
- ¹³ Printed in Statutory Rules and Orders, 1890, p. 930. ‡
- ¹⁴ Printed in Statutory Rules and Orders, 1891, p. 599.
- ¹⁵ Printed in Statutory Rules and Orders, 1891, p. 600.
- ¹⁶ Printed in Statutory Rules and Orders, 1892, p. 763.
- ¹⁷ Printed in Statutory Rules and Orders, 1893, p. 474.
- ¹⁸ Parliamentary Paper, 1894 (18) LXXI., 493.
- ¹⁹ Parliamentary Paper, 1894 (19) LXXI., 496.
- ²⁰ Parliamentary Paper, 1894 (164) LXXI., 497.
- ²¹ Parliamentary Paper, 1896 (36) LXIX., 447.

PRISON RULES, DATED APRIL 21, 1899, MADE BY THE
SECRETARY OF STATE, UNDER THE PRISON ACT, 1898.*†

1899. No. 322.

RULES FOR LOCAL PRISONS.

PART I.

GENERAL RULES FOR THE GOVERNMENT OF PRISONS.

Preliminary.

Relation of
general to
special rules.

1. The general rules in this Part shall be subject to the special rules as to particular classes of prisoners.

Buildings and Cells.

Cells.

2. A cell shall not be used for the separate confinement of a prisoner unless it is certified by one of Her Majesty's Inspectors of Prisons to be of such a size, and to be lighted, warmed, ventilated, and fitted up in such a manner, as may be requisite for health, and furnished with the means of enabling the prisoner to communicate at any time with an officer of the prison.

Infirmary.

3. In every prison an infirmary or proper place for the reception of sick prisoners shall be provided.

Locks.

4. The wards, cells, and yards where females are confined shall be secured by locks different from those securing the wards, cells, and yards allotted to male prisoners.

Admission, Discharge, and Removal.

Searching.

5.—(1.) Every prisoner shall be searched on admission and at such times subsequently as may be directed, and all prohibited articles shall be taken from him.

(2.) The searching of a prisoner shall be conducted with due regard to decency and self-respect, and in as seemly a manner as is consistent with the necessity of discovering any concealed article.

(3.) No prisoner shall be searched in the presence of another prisoner.

Prisoner's
property.

6. All money or other effects brought into the prison by any prisoner, or sent to the prison for his use, which he is not allowed to retain, shall be placed in the custody of the governor, who shall keep an inventory of them.

* 61 & 62 Vict. c. 41.

† See also the Rules dated September 2, 1901, printed at p. 56 below.

7. A female prisoner shall be searched by female officers. Provisions as to female prisoners.
In other respects the same course shall be pursued in reference to the admission, removal, or discharge of a female prisoner as in the case of a male prisoner.
8. The name, age, height, weight, features, particular marks, general appearance, and such other measurements and particulars as may be required in regard to a prisoner shall, upon his admission, and from time to time, be recorded in such manner as may be directed. Record of measurements and other particulars.
9. Every prisoner may, if required for purposes of justice, be photographed on reception and subsequently ; but no copy of the photograph shall be given to any person unless he is officially authorised to receive it. Photographing of prisoner.
10. Every prisoner shall, as soon as possible after his admission, be separately examined by the medical officer, who shall record the state of health of the prisoner, and such other particulars as may be directed. Medical examination on admission.
11. Every prisoner shall be examined by the medical officer before being removed to any other prison, or being discharged from prison. No prisoner shall be removed to any other prison unless the medical officer certifies that he is fit for removal ; and no prisoner labouring under any acute or dangerous illness shall be discharged from prison until, in the opinion of the medical officer, the discharge is safe, unless the prisoner requires to be discharged. Medical examination on removal or discharge.
12. Every prisoner shall take a bath on reception, unless it is otherwise directed in any particular case by the governor or medical officer. Bath.
13. If any prisoner is found to have any cutaneous disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same. Cutaneous disease or vermin.
14. After a prisoner is received at the prison, an abstract of the rules relating to the conduct and treatment of prisoners shall be read over to him, and proper means shall afterwards be taken by the governor for making him acquainted with the purport and effect of those rules. Notification of rules to prisoner.
15. A prisoner shall be exposed to public view as little as possible while being removed from or to prison. In order to avoid exposure while passing through the public streets, he shall, if necessary, be conveyed in a cab or other closed vehicle. Removal to or from prison.
16. No payment made by a prisoner in part satisfaction of the sum adjudged to be paid by him, in order to obtain the remission of a part of his imprisonment, as provided by Section 9 of the Prison Act, 1898, shall be made on Sunday, or on a week-day before 9 a.m., or after 4 p.m. Release of prisoner on payment of portion of fine, &c.

Custody of
prisoner out-
side prison.

17. Any prisoner for whose production at any place an order is issued shall, while outside the prison, be kept in the custody of the officers directed to convey him to that place.

Application
of gratuity
on discharge.

18. Any gratuity granted to a prisoner on his discharge may be paid through a Prisoners' Aid Society, or in such manner and under such conditions as the Commissioners may order for the purpose of preventing its being misapplied.

Children of
female
prisoners.

19. The child of a female prisoner may be received into prison with its mother, provided it is at the breast. In all such cases an authority from the committing magistrate for the child's admission should accompany the prisoner on reception. Any child so admitted shall not be taken from its mother until the medical officer of the prison certifies that it is in a fit condition to be removed. When the child has attained the age of nine months the medical officer shall report whether it is desirable or necessary that it should be any longer retained, but except under special circumstances the child shall not be kept in prison after it has arrived at the age of twelve months. Any child so retained may be supplied with clothing at the public expense. Before the discharge of any such child the governor shall ascertain from the relations whether they are willing and in a position to receive it; in the event of their being unable to do so, he shall cause it to be sent to the workhouse of the union in which the mother was apprehended, having previously communicated thereon with the workhouse authorities.

Food, Clothing, and Bedding.

Spirituous
liquors.

20. No spirituous liquors of any kind shall be admitted for the use of any prisoner under any pretence whatever, except in pursuance of special rules or of a written order of the medical officer specifying the quantity to be admitted, and the name of the prisoner for whose use it is intended. This rule shall not apply to any stock of spirituous liquors kept in the prison for the use of the infirmary and under the control of the medical officer.

Smoking of
tobacco.

21. Smoking shall not be allowed in, nor tobacco be introduced into, a prison except by the authority of the Commissioners, or unless specially required for medical reasons, and then only under the written authority of the medical officer, a copy of which he shall enter in his journal.

Food.

22. Each prisoner shall be supplied with a sufficient quantity of wholesome food, according to a scale or scales of diet, in framing which regard shall be had to the sex and employment of the prisoner, and other circumstances which require consideration.

Complaints
as to diet.

23. A prisoner who has any complaint to make regarding the diet furnished to him, or who wishes his diet to be weighed or measured for the purpose of ascertaining whether he is

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supplied with the proper quantity, must make his request as soon as possible after the diet is handed to him, and it will be weighed or measured in his presence, and in that of the officer deputed for that purpose. Repeated complaints of a groundless nature made by any prisoner under colour of this rule, with the evident purpose of giving annoyance or trouble, shall be treated as a breach of prison discipline, and the offender will be liable to punishment accordingly.

24.*

25. The governor shall consult the medical officer respecting the quality of the provisions furnished to the prisoners. Quality of provisions.

26. A prisoner shall not be allowed any wine, beer, or other fermented liquor, except under a written order from the medical officer, to be entered in his journal, specifying the quantity and the name of the prisoner for whose use it is intended, or in pursuance of special rules. Spirituuous liquors.

27. A prisoner shall not receive any food, clothing, bedding, or necessaries other than the prison allowance, except under special circumstances, or in pursuance of special rules. Restrictions as to food, clothing, &c.

28. Every prisoner shall be provided with a complete prison dress, and shall be required to wear it, unless otherwise provided by special rules. Prison dress.

29. On the discharge of a prisoner, his own clothes shall be returned to him unless it has been found necessary to destroy them, in which case he will be provided with clothing. Return of prisoner's clothes on discharge.

30. Each prisoner shall usually occupy a cell by himself by day and by night (except as otherwise directed). If, for medical reasons or other special circumstances, it is necessary that prisoners be associated, not fewer than three prisoners may be located in one room, in which each shall be supplied with a separate bed. Occupation of separate cell.

31. Every prisoner shall be supplied with sufficient bedding as may be directed, and such additional clothing and bedding may be issued during severe weather, or, in special cases, as the medical officer may deem requisite. Clothing and bedding.

32. Every male prisoner, over 16 years of age and under 60, sentenced to hard labour, shall be required to sleep without a mattress, for the first 14 days of his sentence, unless the medical officer shall order otherwise. He shall not be deprived of a mattress for the rest of his sentence, except as a punishment. Mattress.

Cleanliness.

33.—(1.) A prisoner shall be required to keep himself clean and decent in his person, and to conform to such regulations as may be laid down for that purpose. Rules as to cleanliness.

* Rule 24 was annulled and fresh provision made by the Rules of September 2, 1901, printed at p. 56 below.

(2.) The hair of a female prisoner shall not be cut without her consent, except on account of vermin or dirt, or when the medical officer deems it requisite on the ground of health, and the hair of a male prisoner shall not be cut closer than may be necessary for purposes of health and cleanliness.

(3.) Every prisoner shall obey such regulations as regards washing, bathing, and hair cutting, as may be from time to time prescribed with a view to the maintenance of health and cleanliness.

(4.) A prisoner shall not be stripped or bathed in the presence of any other prisoner.

(5.) Each prisoner shall keep his cell, utensils, books, and other articles issued for his use, and his clothing and bedding, clean and neatly arranged, and shall clean and sweep the yards, passages, and other parts of the prison as may be directed.

Classification and Remission.

Classification of prisoners.

34. All convicted prisoners, except offenders of the first and second divisions, shall be classified as follows:—

- (a) Star class, to consist of prisoners who have not been previously convicted of serious crime, or who are not habitually criminal or of corrupt habits.
- (b) Ordinary class, to consist of prisoners who have been previously convicted of serious crime, or who are habitual criminals or of corrupt habits.
- (c) Juvenile offenders.

Progressive stages.

35.—(1.) A system of progressive stages shall be established with specific privileges attached to each stage and every prisoner shall have the opportunity of profiting by this system.

(2.) A prisoner while in any stage shall be entitled to every privilege attached to that stage, unless he forfeits any privilege as provided by this rule.

(3.) The promotion of a prisoner from one stage to another shall be gained by industry, but it may be postponed for idleness or misconduct, or he may be removed to a lower stage, or he may forfeit any of the privileges of his stage

Record of industry.

36.—(1.) A daily record of the industry of every prisoner shall be kept in marks, the award of which shall be carefully supervised by the governor and deputy governor, and every prisoner shall, as a condition of becoming eligible for remission, earn the required number of marks, and, in addition, any marks he may have forfeited for misconduct.

(2.) Every prisoner shall also be required to earn, as a condition of obtaining promotion to a higher stage, the number of marks assigned to his existing stage, and, in addition, any marks forfeited for stage.

(3.) Marks for remission of sentence, not earned by industry, in consequence of physical or mental weakness, or illness, shall be granted in every case where it is certified by the medical officer that the illness was actual and not feigned, or was not the result of misconduct.

37. A convicted prisoner sentenced to imprisonment, whether by one sentence or cumulative sentences, for a period exceeding six calendar months, shall be eligible, by special industry and good conduct, to earn a remission of a portion of his imprisonment not exceeding one-fourth of the period remaining after he has served six calendar months, and on his discharge he shall be furnished with a certificate by the governor that he has been released under Section 8 of the Prison Act, 1898.*†

Remission of sentence.

Employment.

38. A prisoner may be employed in the service of the prison, but shall not be employed in the discipline thereof, or in the service of any officer or servant thereof, or in the service or education of any other prisoner,

Restrictions on employment of prisoners.

39.—(1.) Every male prisoner, not being a juvenile offender, if sentenced to hard labour, shall, for 28 days, or for the whole of his sentence, if it is less than 28 days, be employed in strict separation on hard bodily or hard manual labour, provided that no prisoner shall be so employed for more than ten or less than six hours per diem, exclusive of meals. If his sentence is more than 28 days, he shall, after that period, provided his conduct and industry are good, be employed on labour of a less hard description in association if practicable, and shall be eligible for all the privileges of the progressive stage system. Provided that no prisoner shall be required to perform any labour of any description unless certified by the medical officer to be fit for such labour.

Hard labour.

(2.) An aged prisoner in weak health, or any prisoner suffering from physical or mental infirmity, likely to be aggravated by cellular isolation shall be employed on such work and in such way as the medical officer may direct.

40. A prisoner sentenced to imprisonment without hard labour shall be required to work, during such number of hours, not more than ten or less than six (exclusive of meals) in each day, as may be prescribed, unless the medical officer certifies that he is unfit for such labour; and shall be liable to punishment for neglect of work. He shall from the beginning of his sentence be employed on some useful industry for the purpose of which he may, if necessary, be associated, and he shall be entitled to such privileges as can be gained by industry with good conduct under the progressive stage system.

Imprisonment without hard labour.

* 61 & 62 Vict. c. 41.

† As to prisoners between 16 and 21 see Rule (8) of special Rules of January 27, 1902, printed at p. 64 below.

All labour if possible to be productive.

41. The labour of all prisoners shall, if possible, be productive, and the trades and industries taught and carried on shall, if practicable, be such as may fit the prisoner to earn his livelihood on release.

Labour for females.

42. Every female prisoner sentenced to hard labour shall be kept at labour during such number of hours, not more than ten or less than six (exclusive of meals), in each day as may be prescribed, unless the medical officer certifies that she is unfit for such labour, regard being had to any advice or suggestions that members of the Visiting Committee or Discharged Prisoners' Aid Society are able to offer on the subject.

Employment on Sundays, &c.

43.—(1.) On Sunday, Christmas Day, Good Friday, and General Fast or Thanksgiving Days, the employment of a prisoner shall be confined to what is strictly necessary for the service of the prison.

(2.) A prisoner who is a Jew shall not be compelled to labour on his Sabbath or for such days of Festival as may be prescribed.

Medical examination of hard labour prisoners.

44. The medical officer shall from time to time examine the prisoners sentenced to hard labour during the time of their being so employed, and shall enter in his journal the name of any prisoner whose health he thinks to be endangered by a continuance at labour, and thereupon that prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

Health.

Exercise.

45. A prisoner, when employed in cellular or indoor work, shall, when practicable, be permitted to take exercise daily in the open air for an hour, or for any longer period which the medical officer may deem necessary for his health, having regard to the nature of the work and the state of health of any particular prisoner. Means shall be provided, if possible, for exercise to take place, in wet weather, under cover.

Religious Instruction.

Notice to and licence from bishop in case of appointment of chaplain.

46. Notice of the nomination of a chaplain to a prison shall, within one month after it has taken place, be transmitted to the bishop of the diocese in which the prison is situate; and no chaplain shall officiate in any prison until he has obtained a licence for that purpose from the bishop, nor for any longer time than while the licence continues in force.

Prayers and religious services.

47.—(1.) A form of service, selected from the liturgy of the Established Church, shall be read daily by the chaplain, or, in his absence, by the governor or such other person as may be approved by the Commissioners, and at such times as may be fixed by the Commissioners.

(2.) The chaplain shall read prayers and preach a sermon in the chapel or other appointed place, both morning and evening, on every Sunday in the year, and also on every Christmas Day and Good Friday, and on every day appointed for a general fast or thanksgiving, at such hours as may be prescribed.

(3.) The chaplain shall administer the Holy Sacrament of the Lord's Supper on suitable occasions to such prisoners as shall be desirous, and as he may deem to be in a proper frame of mind to receive the same.

(4.) Prisoners shall attend prayers or religious services whenever performed, unless allowed by the governor to be absent for sufficient reason, or unless their attendance is dispensed with by the visiting committee or the Commissioners. This rule shall not apply to any prisoner who is attended or visited by a minister of a church or persuasion differing from the Established Church. And no prisoner shall be compelled to attend any religious service held or performed, or any religious instruction given, by the chaplain, minister, or religious instructor of a church or persuasion to which the prisoner does not belong.

48. The chaplain shall at once communicate to the governor, and if necessary to the Commissioners, any abuse or impropriety in the prison which may come to his knowledge.

Duty to communicate abuses.

49. The chaplain shall keep a journal of occurrences of importance connected with his duties, and shall enter therein such matters and keep such other records and make such reports as may be ordered.

Duty to keep a journal.

50. The chaplain shall, as soon as possible after the 31st March in each year, send to the Commissioners a report, with reference to the year ended on that day, on the religious and moral condition of the prisoners, the result of the instruction given in the schools, and such other matters belonging to his department as he may be desired to report on. He shall report periodically, and from time to time, for the information of the Commissioners, on such points connected with his department as he may think it desirable to bring before them, or as they direct. He may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

Annual and periodical reports.

51. The chaplain shall attend the prison daily, recording in his journal the time of his arrival and departure, as well as of his presence in the chapel, and the duties he performed.

Daily attendance at prison.

52.—(1.) The chaplain shall see and admonish the prisoners on admission and discharge. It shall also be his duty to see each prisoner individually from time to time during the period of his sentence, and he shall use his best endeavours to promote the reformation of the prisoners under his spiritual charge.

Duties of chaplain as to prisoners.

(2.) The chaplain shall read prayers to the sick in the infirmary daily, and shall daily visit any prisoner under punishment.

(3.) The chaplain is expected to allot a considerable portion of his time to visiting, admonishing, and instructing the prisoners, and shall attend at all reasonable times any prisoners who may require spiritual advice and assistance.

(4.) This rule does not apply to prisoners who are visited by a prison minister.

Reading of
burial service.

53. The chaplain shall read the burial service at the funeral of any prisoner of the Established Church who may die in the prison, in case provision for the reading of such service is not otherwise made.

Duty as to
employment
on discharge.

54. The chaplain shall in conjunction with the governor use his best endeavours to provide for the employment of prisoners on discharge.

Duty as to
prisoners
under capital
charge or
sentence.
Substitute.

55. The chaplain shall pay particular attention to a prisoner under orders for execution or committed on a charge punishable with death.

56. In case of absence from the prison on leave, the chaplain shall name a substitute, to be approved by a Commissioner. He may, subject to the approval of a Commissioner, accept the occasional assistance of a clergyman in the discharge of any part of his duties in the chapel, inserting the name of that clergyman in his journal.

Duty to
conform to
rules.

57. The chaplain shall conform to the rules and regulations of the prison, and shall not interfere with the working of them as regards the safe custody, discipline, and labour of the prisoners, but shall support the governor in the maintenance thereof.

Assistant
chaplain.

58. The assistant chaplain shall act under the orders of the chaplain, and shall be competent to perform any duty required to be performed by the chaplain, and when either the chaplain or assistant chaplain is absent from the prison, the other shall perform his duties. Subject as aforesaid, the rules as to the chaplain shall apply also to the assistant chaplain.

Visits by
ministers of
particular
denomina-
tions.

59. If any prisoner who is of a religious persuasion different from that of the Established Church specially so requests, the governor shall permit a minister of that persuasion to visit him at proper and reasonable times, under regulations approved by the Commissioners. The governor shall cause such prisoners to be made acquainted with this privilege on their admission.

Power for
prison minister
to appoint
substitute.

60. A minister appointed under the Prison Ministers Act, 1863 (in these rules referred to as a prison minister), may, when absent on leave, or from any unavoidable cause, appoint a substitute with the consent of a Commissioner.

61. A prison minister shall be made acquainted with the names of all prisoners of his persuasion, and with such other particulars respecting them as are necessary for the performance of his duties.

Information to be given to prison minister.

62. Convenient hours shall be appropriated by the governor during which a prison minister shall have access to prisoners of his persuasion for the purpose of affording to them religious instruction, but he shall not hold communication with any prisoners other than those of his own persuasion.

Access by prison minister to prisoners.

63. A prison minister shall perform Divine Service at such times as may be appointed, if it appears to the Commissioners that there is a substantial number of prisoners to attend and the circumstances of the prison admit of the necessary arrangements for the purpose being made.

Performance of Divine Service.

64.—(1) A prison minister shall, so far as practicable, see and admonish every prisoner of his persuasion, both on admission and on discharge.

Duties of prison minister as to prisoners.

(2.) A prison minister shall visit the sick prisoners of his persuasion, and those who are under punishment or under special discipline, as the exigencies of each case may require.

(3.) A prison minister shall pay particular attention to a prisoner of his persuasion under order for execution or committed on a charge punishable with death.

65. A prison minister shall have access to the catalogue of books to be issued to prisoners, and no book to which he makes objection shall be issued to any prisoner of his persuasion.

Powers as to books.

66. A prison minister shall himself conform to the rules of the prison, and shall not interfere with the working of them, as regards the security, discipline, and labour of the prisoners, but shall support the governor in the maintenance of discipline and order.

Conformity to rules.

67. No books or printed papers shall be admitted into any prison for circulation among the prisoners unless approved by the Commissioners; and no books or printed papers intended for the religious instruction of prisoners belonging to the Established Church shall be admitted without the concurrence of the chaplain; provided that if there is a difference of opinion between the chaplain and the Commissioners with respect to books or printed papers proposed to be admitted for the religious instruction of a prisoner belonging to the Established Church, a reference may be made by the Commissioners to the bishop of the diocese, whose decision on this class of books or printed papers shall be final. Subject to the permission of the Commissioners as aforesaid, all books or printed papers admitted into any prison for the religious instruction of prisoners belonging to any other persuasion, and who are visited by a minister of that persuasion, shall be

Rules as to books and printed papers.

approved by that minister. The governor shall keep a catalogue of all books and printed papers admitted into the prison.

Supply of
Bible and
prayer book.

68. Each prisoner shall be furnished with a Bible and prayer book, such as is approved for the denomination to which he belongs.

Instruction.

Provision for
instruction.

69.—(1.) Provision shall be made in every prison for the instruction of prisoners in reading, writing, and arithmetic, during such hours and to such extent as may be appointed. It will be the duty of the chaplain to give daily his personal superintendence to that instruction.

(2.) Every prisoner eligible for instruction shall be kept from labour and be under instruction for not less than four hours in each week.

Library books
and books of
instruction.

70.—(1.) A library shall be provided in each prison, consisting of books sanctioned by the Commissioners, and no books other than those supplied to the prison library shall be permitted for the use of prisoners, except in pursuance of special authority.

(2.) A prisoner, during the first month of his sentence, shall be allowed books of instruction in addition to the usual religious books.

(3.) A prisoner after the first month of his sentence shall, in addition to the usual books of instruction, secular and religious, be allowed library books, and the frequent exchange of such books shall be allowed according to his conduct and industry.

Penalties for
failure to profit
by instruction.

71. Prisoners who do not do their best to profit by the instruction afforded them may be deprived of any privileges in the same way as if they had been idle or negligent at labour.

Visits and Communications.

General pro-
visions as to
visits and
letters.

72.—(1.) Communications between prisoners and their friends by visits will be allowed in accordance with the following rules, subject to restrictions imposed for the maintenance of discipline and order in the prison.

(2.) A prisoner will not be allowed to communicate with his friends when not entitled to do so by the rules, except by special permission; but under urgent or pressing circumstances not admitting of delay, the governor may grant permission, which he shall record in his journal.

(3.) A convicted prisoner, after two months of the term of his sentence have expired, shall, provided his conduct and industry have been satisfactory, be allowed to communicate

with his relatives and respectable friends by letter, and to be visited by them in the prison, and this privilege shall be gradually increased according to his conduct and industry until the interval shall be reduced to one month. Not more than three persons shall be admitted to visit a prisoner at one time. No other person shall be allowed to communicate with a prisoner except by special authority. These privileges may be forfeited at any time for misconduct or breach of regulations of the prison.

(4.) In addition to the above privileges, the governor may allow any prisoner entitled to a visit to write a letter and receive a reply in lieu of such visit, should his friends be unable to visit him ; and also to allow any prisoner to write a special letter and to receive a reply under any of the following circumstances :—

(a) The death of a near relative.

(b) To give instructions as to his business or family affairs of an urgent nature.

(c) To make arrangements for obtaining employment or assistance from friends on release.

(5.) The governor may at any time communicate to a prisoner, or to his friends, any matter of importance to such prisoner, in case he should not be entitled to write or receive a letter.

(6.) A barrister or solicitor conducting any legal proceedings, civil or criminal, in which a prisoner is a party, or bona fide acting as a legal adviser to the prisoner, in any legal business, will be allowed to see the prisoner with reference to such business, in the sight, but not in the hearing of an officer.

(7.) Male prisoners shall be visited in the presence of a male officer ; female prisoners in the presence of a female officer.

(8.) No person shall be allowed to visit a prisoner on a Sunday, except in cases of emergency.

73.—(1.) The governor may demand the name and address of any visitor to a prisoner ; and when he has ground for suspicion may search or cause to be searched male visitors, and may direct a female officer to search female visitors, the search not to be in the presence of any prisoner or of another visitor ; and, in case of any visitor refusing to be searched, the governor may deny him or her admission. The governor shall enter in his journal the grounds of any such proceeding, with the particulars thereof.

Powers of
governor as
to visitors.

(2.) If there are reasonable grounds for suspecting that any person who comes to the prison for the purpose of seeing a prisoner brings in or takes out any articles for an improper purpose, or contrary to the prison rules, or that his conduct may tend to subvert the discipline or good order necessary to be

maintained in the prison, the governor may suspend his visit and remove him from the prison, duly recording the fact in his journal, and reporting it to the Commissioners.

Visits by
officers of
police.

74. An officer of police may visit prisoners for the purpose of identification, on production of an order from the proper police or magisterial authority.

Prisoner's
letters.

75. Every letter to or from a prisoner shall be read by the governor or deputy governor; and if the contents are objectionable, it shall not be forwarded, or the objectionable part shall be erased according to discretion.

Communica-
tions by
prisoner in
default of
payment
money.

76. Any person committed to prison in default of the payment of any sum which in pursuance of any conviction or order he is required to pay, shall be allowed to communicate by letter with and to see any of his friends at any reasonable time for the bonâ fide purpose of providing for the payment which would procure his release from prison.

Intercourse
between
prisoners.

77. The governor shall, subject to the provisions of these rules, prevent all intercourse or communication between the prisoners, so far as the conduct of the business of the prison, or the labour of the prisoners, will permit, and shall take care that all intercourse or communication between them is conducted in such a manner only as he may direct. But the privilege of talking may be given after a certain period, as a reward for good conduct, on certain days for a limited time and under reasonable supervision, to such long-sentence prisoners as have conducted themselves well and who desire the privilege and are not deemed unsuitable for it.

Offences and Punishments.

Persons
authorised
to award
punishments.

78. No punishment or privation of any kind shall be awarded to a prisoner by any officer of the prison except the governor, or, in his absence, the officer appointed to act for him.

Offences
against prison
discipline.

79. A prisoner shall be guilty of an offence against prison discipline if he—

- (1.) Disobeys any order of the governor or of any other officer, or any prison regulation.
- (2.) Treats with disrespect any officer or servant of the prison, or any visitor, or any person employed in connexion with the prison or works.
- (3.) Is idle, careless, or negligent at work, or refuses to work.
- (4.) Is absent without leave from divine service, or prayers, or school instruction.
- (5.) Behaves irreverently at divine service or prayers.
- (6.) Swears, curses, or uses any abusive, insolent, threatening, or other improper language.

- (7.) Is indecent in language, act, or gesture.
- (8.) Commits a common assault upon another prisoner.
- (9.) Converses or holds intercourse with another prisoner without authority.
- (10.) Sings, whistles, or makes unnecessary noise, or gives any unnecessary trouble.
- (11.) Leaves his cell or other appointed location, or his place of work, without permission.
- (12.) In any way disfigures or damages any part of the prison, or any article to which he may have access.
- (13.) Commits any nuisance.
- (14.) Has in his cell or possession any article he is not allowed to have.
- (15.) Gives to or receives from any prisoner any article whatever without leave.
- (16.) In any other way offends against good order and discipline.
- (17.) Attempts to do any of the foregoing things.

80. The governor may examine any person touching any alleged offence against prison discipline, and determine thereupon and punish the offence.

Powers of governor as to offences against prison discipline.

81.* For any offence with which the governor is competent to deal, he may order a prisoner to be punished by—

Punishments which may be imposed by governor.

- (a) Close confinement for any period not exceeding three days.
- (b)*
- (c) Reduction from a higher stage to a lower stage or postponement of promotion to a higher stage for a period not exceeding 14 days.
- (d) Deprivation of mattress for any period not exceeding three days for idleness or refusing to work.
- (e) Forfeiture of remission of sentence for a period not exceeding seven days.

82. If any prisoner is charged with any serious or repeated offence for which the punishment the governor is authorised to inflict is deemed insufficient, or is charged with any offences with the aggravations mentioned in this rule, the governor shall, without loss of time, report the same to the visiting committee, or one of them, who is empowered after inquiry

Powers of visiting committee as to offences against prison discipline.

* Rule 81 (b) was annulled and fresh provision made by the Rules of September, 2, 1901, printed at p. 56 below.

into the same on oath, to determine concerning any matter so reported to him, and to order the offender to be punished. The offences referred to above are—

- (1.) Personal violence to a fellow prisoner.
- (2.) Grossly offensive or abusive language to any officer or servant of the prison.
- (3.) Wilfully or wantonly breaking the prison windows, or otherwise destroying the prison property.
- (4.) When under punishment, wilfully making a disturbance tending to interrupt the order and discipline of the prison.
- (5.) Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.
- (6.) Escaping or attempting to escape from prison.

Punishments
which may
be imposed
by visiting
committee.

83.* The visiting committee or one of them may order a prisoner to be punished by—

- (a) Close confinement for a period not exceeding 14 days.
- (b) No. 1 diet for ill-conducted and idle prisoners for a period not exceeding 15 days, with intervals as laid down in the rules for dietaries.
- (c) No. 2 diet for ill-conducted and idle prisoners for a period not exceeding 42 days, with intervals as laid down in the rules for dietaries.
- (d).*
- (e) Reduction from a higher stage to a lower stage or postponement of promotion to a higher stage for a period not exceeding 28 days.
- (f) Forfeiture of remission of sentence for a period not exceeding 14 days.

Corporal
punishment.

84. (a) If any prisoner is charged with—

- (1.) Mutiny or incitement to mutiny.
- (2.) Gross personal violence to any officer or servant of the prison,

the governor shall, without loss of time, report the same to the visiting committee, and the chairman thereof shall specially summon and cause not less than three members of such committee to assemble and inquire into the charges in the manner provided by Section 5 of the Prison Act, 1898: and such members are empowered to determine concerning the matter and to order the offender to be punished under their powers set forth in Rule 83, or, in the case of a male prisoner

* Rule 83 (d) was annulled and fresh provision made by the Rules of September 2, 1901, printed at p. 56 below.

under sentence of penal servitude, or convicted of felony, or sentenced to hard labour, by corporal punishment, in addition to or in lieu of any of those punishments.

(b) Whenever an order for corporal punishment is made, the authorities by whom the order is made shall forthwith furnish to the Commissioners, for transmission to the Secretary of State, a copy of the notes of evidence, and a report of the sentence and of the grounds on which it was passed ; and such order shall not be carried into effect until it has been confirmed by the Secretary of State.

85. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him and of making his defence. Opportunities for defence.

86. The governor shall enter in the punishment book a statement of the nature of any offence punished by him or the visiting committee with the addition of the name of the offender, the date of the offence, and the punishment inflicted, and the record shall be submitted to the Commissioner for review at the end of every week. Record of punishments.

87. Dietary punishment shall not be inflicted on any prisoner, nor shall he be placed in close confinement, nor shall corporal punishment be inflicted, unless the medical officer has certified that the prisoner is in a fit condition of health to undergo the punishment. Medical certificates.

88. All corporal punishments within the prison shall be attended by the governor and the medical officer. The medical officer shall give such orders for preventing injury to health as he may deem necessary, and it shall be the duty of the governor to carry them into effect, and the governor shall enter in the punishment book the hour at which the punishment is inflicted, the number of lashes or strokes ordered, and any orders which he or the medical officer may have given on the occasion. Duties of governor and medical officer as to punishment.

89. Corporal punishment, in the case of a prisoner over 18 years of age, shall be inflicted either with a cat-o'-nine-tails or with a birch rod, and in the case of a prisoner under 18 years of age, with a birch rod. The instrument in either case shall be of a pattern approved by the Secretary of State. Rules as to corporal punishment.

90. The number of lashes or strokes inflicted on a prisoner over 18 years of age shall not exceed 36, or, on a prisoner under 18 years of age 18. Number of lashes.

91. The order for corporal punishment shall be duly entered in the prescribed manner, and the number of lashes or strokes, and the instrument with which they are to be inflicted shall in all cases be stated in the order. Entry of order.

92.—(1.) No prisoner shall be put in irons or under mechanical restraint by the governor of any prison, except in Use of irons.

case of urgent necessity, and when necessary for the purposes of restraint, and the particulars of every case shall be forthwith entered in the governor's journal, and notice forthwith given thereof to one of the visiting committee; and no prisoner shall be kept in irons or under mechanical restraint for more than 24 hours without an order in writing from a member of the visiting committee specifying the cause thereof, and the time during which the prisoner is to be kept in irons or under mechanical restraint, which order shall be preserved by the governor as his warrant.

(2.) Irons or other means of restraint shall not be used except of such patterns and in such manner as may be approved by the Secretary of State.

(3.) No prisoner shall be put in irons or under mechanical restraint as a punishment.

*Prisoners under Sentence of Death.**

Rules as to
prisoner under
sentence of
death.

93. Every prisoner under warrant or order for execution shall immediately on his arrival in the prison after sentence, be searched by or by the orders of the governor, and all articles shall be taken from him which the governor deems dangerous or inexpedient to leave in his possession. He shall be confined in a cell apart from all other prisoners, and shall be placed by day and by night under the constant charge of an officer. He shall be allowed such a dietary and amount of exercise as the governor, with the approval of the Commissioners, may direct. The chaplain shall have free access to every such prisoner, unless the prisoner is of a religious persuasion differing from that of the Established Church, and is visited by a minister of that persuasion, in which case the minister of that persuasion shall have free access to him. With the above exceptions, no person, not being a member of the visiting committee or an officer of the prison, shall have access to the prisoner except in pursuance of an order from a Prison Commissioner or member of the visiting committee.

Exclusion of
strangers from
prison before
and during
execution.

Visits and
conferences.

94. During the preparation for an execution, and the time of the execution, no person shall enter the prison unless legally entitled to do so.

95.—(1.) A prisoner under sentence of death may be visited by such of his relations, friends, and legal advisers as he desires to see, and are authorised to visit him by an order in writing from a member of the visiting committee.

(2.) If any person makes it appear to a member of the visiting committee that he has important business to transact with a prisoner under sentence of death, that member may grant permission in writing to that person to have a conference with the prisoner.

* See also Rules of June 8, 1902, printed at p. 65 below.

Prison Officers.

96. Every officer of a prison shall hold his office during the pleasure of the Secretary of State. Tenure of office.
97. An officer shall not have any pecuniary or other dealing whatsoever with or on behalf of any prisoner, or employ any prisoner on his private account. Dealings with prisoners.
98. An officer shall not allow any prisoner under his charge to be employed, directly or indirectly, for the private benefit or advantage of any person, or in any way not in conformity to the prison rules. Duties as to employment of prisoners.
99. An officer of a prison shall not sell or let, nor allow to be sold or let, nor be interested in the selling or letting of, any article to any prisoner. Prohibition of sale to prisoners.
100. An officer shall not directly or indirectly have any interest in any contract for the supply of the prison; nor shall he receive, directly or indirectly, under any pretence whatsoever, any fee or gratuity or present from any contractor, or person tendering any contract with the establishment, or from any person whatever in relation to anything connected with the service of any prison. Contracts.
101. No officer of a prison shall at any time receive any money, fee, or gratuity of any kind for the admission of any visitors to the prison or to prisoners, or from or on behalf of any prisoner, on any pretext whatever. Gratuities.
102. Female prisoners shall in all cases be attended by female officers. A male officer shall not enter a prison or division of a prison appropriated to female prisoners except on duty, nor unless accompanied by a female officer. Provisions as to female prisoners.
103. All officers of the prison shall obey the directions of the governor, subject to the prison rules, and all subordinate officers shall perform such duties as may be directed by the governor, with the sanction of the Commissioners, and the duties of each subordinate officer shall be inserted in a book to be kept by him. Obligation to obey directions.
104. An officer shall not be absent from the prison without leave from the governor. He shall use the utmost vigilance to insure the safe custody of the prisoners, and shall not take any key of the prison outside the gate. Duties as to custody of prisoners.
- 105.—(1.) A subordinate officer shall not receive any visitors within the prison without permission of the governor. Subordinate officers.
- (2.) A subordinate officer shall frequently examine the state of the cells, bedding, locks, bolts, &c., and shall seize all prohibited articles, and deliver them to the governor forthwith.
- 106.—(1.) Every officer shall occupy such quarters as may be assigned to him. Officers' quarters.

(2.) If an officer is discharged or dismissed, or resigns, he shall immediately give up the quarters he has occupied. Any officer who occupies quarters shall at any time vacate them if required to do so. On the death of an officer, his family shall give up the quarters when required to do so.

(3.) An officer occupying Government quarters shall not keep a shop or a school or let lodgings therein, nor shall any subordinate officer permit any person not being a regular member of his family to remain for the night in his quarters without the permission of the governor, which permission the governor shall record in his journal.

Gatekeepers.

107. The officer acting as gate keeper shall examine all articles carried into or out of the prison, and may stop any person suspected of bringing in spirits or other prohibited articles into the prison, or of carrying out any property belonging to the prison, giving immediate notice thereof to the governor.

General duties of officers.

108. It is the duty of all officers to treat prisoners with kindness and humanity, to listen patiently to and report their complaints or grievances, at the same time being firm in maintaining order and discipline, and enforcing complete observance of the rules and regulations of the prison. The great object of reclaiming the criminal should always be kept in view by all officers, and they should strive to acquire a moral influence over the prisoners by performing their duties conscientiously, but without harshness. They should especially try to raise the prisoners' minds to a proper feeling of moral obligation, by the example of their own uniform regard to truth and integrity, even in the smallest matters.

Duty to give information to governor.

109. An officer shall without delay inform the governor of any prisoner who desires to see him, or to make any complaint or to prefer any request to him or to any superior authority.

Duties as to prisoners out of health.

110. It is the duty of every officer to direct the attention of the governor to any prisoner who appears to be out of health, although he does not complain, or whose state of mind appears to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case.

Duties as to supervision.

111.—(1.) Officers shall at all times carefully watch the prisoners in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost alacrity and vigilance to promote industry, and to maintain order and silence among them, and to prevent the escape of any prisoner.

(2.) Officers shall carefully observe the character, habits, and industry of the prisoners under their charge, and shall carefully and impartially keep such records as may be ordered, and shall afford at all times to their superiors unreserved information on such subjects.

112.—(1.) An officer shall not strike a prisoner unless compelled to do so in self-defence.

Rules as to striking prisoners or using force or inflicting punishment.

(2.) In any case in which the application of force to a prisoner is needful, no more force than is necessary shall be used.

(3.) An officer shall not inflict any punishment or privation of any kind upon any prisoner unless ordered by the governor.

113. An officer shall not fail, on any pretence whatever, through favour or mistaken notions of kindness, to make an immediate report to the governor, or other his superior officer, of any misconduct or wilful disobedience of orders.

Duties as to reporting misconduct.

114.—(1.) An officer shall not allow any familiarity on the part of a prisoner towards himself or any other officer or servant of the prison; nor shall he on any account speak of his duties, or of any matters of discipline or prison arrangements, within the hearing of a prisoner.

Familiarity with prisoners or intercourse with their friends forbidden.

(2.) An officer shall not speak to a prisoner unnecessarily, nor shall he, by word, gesture, or demeanour, do anything which may tend to irritate any prisoner.

(3.) An officer shall not correspond with or hold any intercourse with the friends or relatives of any prisoner, unless expressly authorised by the governor.

115.—(1.) An officer shall not make any unauthorised communication concerning the prison or prisoners to any person whatever, and shall not without authority communicate to the public press information derived from official sources or connected with his duties or the prison, and any such communication by an officer without authority will be regarded as a breach of confidence and will render him liable to dismissal.

Communication as to prisoners or prison matters forbidden.

(2.) An officer shall not publish a book on matters relating to the prison department without the sanction of the Secretary of State.

116. An officer will be held responsible for being fully acquainted with the rules and orders relating to his duties. He shall strictly conform to and obey the orders of the governor in every respect, and shall assist him in maintaining order and discipline among the prisoners.

Duties as to rules and orders.

117. Every officer shall treat members of the visiting committee with the greatest courtesy and respect, and shall at all times treat his superiors with respect. He shall be respectful to the authorities of other departments of Government, and shall afford all proper assistance to those with whom his duty calls on him to co-operate; taking care, in so doing, not to lose sight of the rules and regulations of the prison, or of the special orders he may receive from the prison authorities.

Duty to superiors.

Appeal
against
decision.

118. An officer desiring to appeal against any decision which affects him, or wishing to bring any matter before superior authority, shall without unnecessary delay state his complaint to the governor for the consideration of the Commissioners.

Duty when
under
suspension.

119. An officer who is suspended from duty for misconduct shall immediately give up his keys and quit the prison, but shall afterwards attend daily at the prison at such hour as the governor may appoint until otherwise directed.

Tobacco and
spirituous
liquors.

120. An officer shall not use tobacco or spirituous or fermented liquors within the prison walls, except under such restrictions as to time and place as may be laid down by the governor, and approved by a Commissioner.

Prohibited
articles.

121. If an officer, contrary to orders, brings in or carries out, or endeavours to bring in or carry out, or knowingly allows to be brought in or carried out, to or for any prisoner, any money, clothing, provisions, tobacco, letters, papers, or other articles whatsoever he shall be forthwith suspended from his office by the governor of the prison, who shall report the offence to the Commissioners.

Purchases
from con-
tractor.

122. An officer may, if the terms of the contract permit it, purchase from any contractor provisions for the use of himself and his family at the contract rates.

Governor.

Residence.

123. The governor shall reside in the house assigned to him.

Duty to
conform to
law, rules,
&c., and to
supervise
officers.

124. The governor shall strictly conform to the law relating to prisons and to the prison rules, and shall be responsible for the due observance of them by others. He shall observe the conduct of the prison officers, and enforce on each of them the due execution of his duties, and shall not permit any subordinate officer to be employed in any private capacity, either for any other officer of the prison or for any prisoner.

Power to
suspend
officers.

125. The governor, in case of misconduct, may suspend any subordinate officer, and shall report the particulars without delay to the Commissioners.

Duties as to
inspecting
prison and
prisoners.

126.—(1.) The governor shall visit and inspect daily the wards, cells, yards, and divisions of the prison, also the bake-house, kitchen, and workshops, and every cell or other place in which any prisoner is undergoing punishment or special discipline or charged with any offence, and, as far as practicable, shall see every prisoner once at least in every 24 hours. It shall be his duty to visit daily all prisoners while employed at labour, and see that they are industrious and that all orders respecting the application of labour are duly enforced; and in default of such daily visits and inspections, he shall state in his journal how far he has omitted them, and the cause thereof.

(2.) When visiting the prison in which female prisoners are kept, the governor shall be attended by a female officer.

127. The governor shall take every precaution to prevent the escape of prisoners, and shall take care that all officers are well instructed as to their duties and responsibilities in this respect and vigilant in fulfilling them. Duties as to precautions to prevent escape.

128. The governor shall require reports to be made to him accounting for all prisoners in his custody night and morning at the closing and opening of the prison respectively, at such hours as they go to and return from labour, and at such other times as may be necessary. Duties as to requiring reports.

129. The governor shall assure himself that all gates are locked at the proper times, and that the keys of the prison are kept in the authorised place or in the possession of the authorised officers, and he shall not allow any key of the prison to be taken outside the gate. Duties as to locking up of gates and custody of keys.

130. The governor and the deputy governor shall, each at least once during the week, go through every part of the prison at an uncertain hour of the night ; which visits, with the hour and state of the prison at the time, the governor shall record in his journal. Duties as to night visits.

131. If the governor omits to perform any duty or routine prescribed he shall record the omission in his journal with the cause thereof. Omission of any duty to be recorded in journal.

132.—(1.) The governor shall cause an abstract, approved by the Secretary of State, of the regulations relating to the treatment and conduct of prisoners, with a copy of the prison dietaries (printed in legible characters), to be posted in each cell, and shall read them or cause them to be read to every prisoner who cannot read within 24 hours after his admission. Duties as to making prisoners acquainted with rules.

(2.) The governor shall take an early opportunity of seeing all prisoners after their admission, and satisfying himself that they understand the rules and regulations to which they are required to conform, the privileges they may gain by industry and good conduct, and the consequences of idleness and misconduct.

133.—(1.) The governor shall without delay call the attention of the medical officer to any prisoner whose state of mind or body appears to require attention, and shall carry into effect the written directions of the medical officer respecting alterations of the discipline or treatment of any such prisoner. Duty to call attention of medical officer to prisoners requiring his attention.

(2.) The governor shall notify to the medical officer, without delay, the illness of any officer or prisoner, and shall furnish to him daily a list of the prisoners reported sick in the prison.

Duty to provide chaplain and medical officer with list of prisoners under punishment.

134. The governor shall daily provide for the chaplain and the medical officer a list of the prisoners under punishment.

Duty to visit infirmary daily.

135. The governor shall visit the infirmary daily, and see all prisoners therein, and shall take care that proper arrangements are made for the safe custody of the sick prisoners, and that the discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support the medical officer in the performance of his duties.

Duty as to notice of death of prisoner.

136. Upon the death of a prisoner the governor shall give immediate notice thereof to the coroner having jurisdiction, also to the visiting committee, the Commissioners, and the nearest relative of the deceased, where practicable.

Duties as to inquest.

137.—(1.) The governor shall see that no officer of the prison, nor any prisoner, nor any person who is under contract to supply anything for the service of the prison, is a juror on any inquest held on the body of a prisoner who has died in his custody.

(2.) The governor shall supply to the coroner the name of any prisoner who tenders his evidence in the case of an inquest about to be held on the body of any prisoner.

(3.) The governor shall, without delay, report to the Commissioners in respect of any inquest on a prisoner the finding of the jury or other circumstances which may occur at the inquest.

Duties as to reporting cases of mental or physical disorder.

138. The governor shall, without delay, report to the Commissioners any case of insanity or apparent insanity occurring among the prisoners, or any case in which the medical officer is of opinion that the life of any prisoner will be endangered by further imprisonment, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, or has reason to believe that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment.

Duties as to books and records.

139.—(1.) The governor shall keep and be responsible for such books and records as may from time to time be prescribed.

(2.) The governor shall enter in a book, called the "governor's order book," all his orders relative to the management and discipline of the prison, and shall cause such orders to be communicated to the proper officers.

Power to fine officers.

140. The governor shall keep the prescribed records of the conduct of officers, and may fine subordinate officers and servants in any amount not exceeding five shillings, for

neglect of duty or other offence against the prison rules; and the fines shall be applied as may be directed by the Commissioners.

141.—(1.) The governor shall not, without permission in writing from a Commissioner, be absent from the prison for a night, except from unavoidable necessity. If from unavoidable necessity he is absent for a night, and has not been able to obtain leave for such absence, he shall at once inform the Commissioners of the fact and the cause of it, and shall record it in his journal. He shall also enter his leave of absence, with the authority for it, in his journal. Before leaving the prison at any time he shall give over the charge of it to the deputy governor or to the officer acting in his place. Absence from prison.

(2.) When the governor is absent from the prison the deputy governor shall perform all his duties, and on such occasions the deputy governor shall be competent to perform any duty required to be performed by the governor.

(3.) If under any circumstances the governor and deputy governor are both absent, the charge of the prison shall devolve on the chief warder or senior principal warder, to whom it shall be regularly delivered over, but the omission of such delivery shall not justify the chief or principal warder in neglecting the charge if he is aware that the governor and deputy governor are actually absent from the prison.

142. The governor may, if the terms of the contract permit it, purchase articles from any contractor for the use of his family, at the contract rate; but, with this exception, he shall not have for his own use, or that of any other person, any dealings with any tradesman supplying the prison. Purchases from contractor.

143.—(1.) The governor shall take care that the labour of all the prisoners is made use of in such a way as to be to the best advantage to the public service, and shall not employ, or allow to be employed, any prisoner in any private work whatever, for himself or for any other officer of the prison. Duties as to prisoners' labour.

(2.) The governor shall promote the useful employment and industrial training of the prisoners.

144. The governor shall use his best endeavours to assist in the identification of prisoners, and with that object shall furnish to the governors of other prisons, and to the police, any information in his power. Duties as to identification of prisoners.

145.—(1.) The governor shall not allow any person other than a judge of the high court or the bishop of the diocese to view the prison except as provided by statute, or by an order from the Secretary of State or the Commissioners, or unless authorised according to instructions which may be issued, and shall be careful that no visitor holds any communication with any prisoner unless duly authorised to do so. Admission of persons to the prison.

(2.) The governor shall not allow any person besides the authorised officers to pass into or out of the prison after the gates are locked for the night, nor until the hour appointed for opening the prison on the following morning, except in some special case, which latter shall be entered in his journal.

(3.) The governor may examine all persons and vehicles going in or out of the prison, and may exclude any person who refuses to be examined.

(4.) The governor may remove from the prison any visitor to the prison or to a prisoner whose conduct is improper, recording the same in his journal.

Duties as to notifying cases to chaplain and medical officer.

146. The governor shall notify to the chaplain or prison minister and medical officer the case of any prisoner whose life is in danger, or whose state of health in mind or body appears to require their attention.

Duties as to carrying out recommendations of medical officer.

147.—(1.) The governor shall carry into effect the written recommendation of the medical officer for the alteration of the discipline or treatment of any prisoner, or for the supply of any additional articles to any prisoner on medical grounds.

(2.) The governor shall carry into effect the written recommendation of the medical officer for separating from the other prisoners any prisoner labouring or suspected of labouring under any infectious, contagious, or mental disease; and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

Duties as to notifying dangerous illness of prisoner.

148. In any case in which the sickness of any prisoner has, in the opinion of the medical officer, assumed an aspect of danger, the governor shall whenever practicable, inform the relatives of such prisoner thereof.

Duties as to sanitary condition of prison.

149. The governor shall pay attention to the ventilation, drainage, and sanitary condition of the prison, and take such measures as may be necessary for their being maintained in perfect order.

Duties as to prevention of fire.

150. The governor shall take care that proper precautions against fire are adopted, and that the fire engine and other appliances for the extinction of fire are at all times kept in good order and ready for use. He shall take care that instructions are given as to the steps to be taken in case of fire, and that the officers concerned are acquainted with their duties on such occasions.

Duties as to reports, complaints, or applications.

151.—(1.) The governor shall hear the reports every day at such hour as may be most convenient.

(2.) The governor shall take care that every prisoner having a complaint to make or request to prefer to him shall have ample facilities for doing so, and he shall redress any grievance, or take such steps as may seem necessary, recording the same in the prescribed manner.

(3.) The governor shall forward to the Commissioners without delay any report or complaint which any officer of the prison desires to make to them, and shall on no account suppress it, but he may offer any explanation with it which it may seem to require.

(4.) The governor shall forward to the Commissioners any report or complaint against an officer, with which he is not competent or willing to deal; but in every such case, the officer shall be permitted to see the charge against him, and to reply to it, for the information of the Commissioners.

(5.) The governor shall inform the visiting committee of the desire of any prisoner to see them.

152.—(1.) The governor shall see that every prisoner under punishment is visited during the day at intervals of not more than three hours by the appointed officer.

Duties as to prisoners under punishment,

(2.) The governor shall take care that no prisoner is subjected to any punishment which the medical officer is not satisfied he is capable of undergoing.

(3.) The governor shall attend every corporal punishment inflicted within the prison; and he shall enter in his journal the hour at which the punishment was inflicted, the number of lashes or strokes given, and any order which he or the medical officer may have given on the occasion.

(4.) The governor may, after the infliction of two-thirds of any sentence of corporal punishment, remit the remainder or any portion thereof.

153. If the governor puts a prisoner in irons or under other mechanical restraint, he shall give notice thereof forthwith to the visiting committee; and he shall not keep a prisoner in irons or under other mechanical restraint for more than 24 hours without an order in writing from the visiting committee, specifying the cause thereof and the time during which the prisoner is to be kept in irons or under mechanical restraint, which order shall be preserved by the governor as his warrant.

Duties as to mechanical restraints.

154. Before granting any permission for any purpose to any prisoner by authority of the rules applicable to the class to which the prisoner belongs, the governor shall satisfy himself that it can be granted without interfering with the security, good order, and government of the prison and the prisoners therein, and if, after it has been granted, its continuance seems likely to cause any such interference, or the prisoner has abused such permission or has been guilty of any misconduct, he may suspend or withdraw such permission. Further, where such permission has been granted by the visiting committee, he may, in the like circumstances, suspend it if the case is urgent, provided that he reports the suspension within 24 hours to them.

Condition on which special permission may be granted.

He shall enter in his journal all cases where such permission has been granted, suspended, or withdrawn, stating the reasons.

Duties as to letters to and from prisoners.

155. The governor, or the deputy governor, shall read every letter addressed to or written by a prisoner, and every such letter shall be marked with the initials of the governor or deputy governor, as the case may be. The governor shall use his discretion in communicating to or withholding from a prisoner at any time the contents of any letter addressed to the prisoner; but shall note in his journal every case in which he thinks it proper to withhold a letter which, according to the rules, might be communicated to or written by a prisoner.

Duties as to communicating with Commissioners.

156.—(1.) The governor shall freely and confidentially communicate with the Commissioners on all matters relating to the prison, apprising them of any occurrence of importance; and, in case of any emergency not sufficiently provided for in the rules, he shall apply to them and conform to their orders; acting, if necessary, in the meantime, to the best of his own judgment, according to the circumstances of the case.

(2.) The governor may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

Duties as to attendance at divine service and reading prayers.

157.—(1.) The governor shall attend divine service in the prison whenever it is performed, inserting in his journal any omission and the cause thereof. He shall see that the subordinate officers and prisoners attend such service as directed by the rules.

(2.) If no clergyman is present as a substitute in the absence of the chaplain, the governor, or such other person as may be approved by the Commissioners, shall read the daily prayers, and the governor shall record the fact in his journal.

Duties as to education and reformation of prisoners.

158.—(1.) The governor shall use his best endeavours to promote the efforts made to advance the education of the prisoners.

(2.) The governor shall assist with his influence and authority the exertions of the chaplain for the reformation of the prisoners.

Annual report.

159. The governor shall submit to the Commissioners, as soon as possible after the 31st of March in each year, a report in writing, specifying, with reference to the year ended on that date, the conduct of the subordinate officers; the number of prisoners admitted to his custody, and their disposal; the conduct of the prisoners, and the number of punishments and restraints imposed on them; the number of escapes or attempts at escape; the labour at which the prisoners have

been employed ; the particulars of their labour and the value thereof ; the state and condition of the buildings, fences, &c.; the repairs or alterations which have been made in the prison buildings ; and such other particulars as may be directed : together with a certificate, signed by himself, stating whether the rules laid down for the government of the prison have been complied with in every instance, except in such cases as have been distinctly reported to, or brought under the notice of, a Commissioner.

160. The governor shall use his endeavours, by communicating with Discharged Prisoners' Aid Societies and otherwise, to assist in providing prisoners with employment on their discharge in order to prevent them from falling again into crime.

Duties as to discharged prisoners.

Matron.

161. The matron shall reside in the prison. She shall have the care and superintendence of the whole of the female prisoners. The keys of all the locks of the female prison shall be kept in her custody.

Residence.

162. The matron shall, so far as practicable, visit and inspect every part of the prison occupied by females, and see every female prisoner once at least in every 24 hours, and in default of such daily visits and inspections she shall state in her journal how far she has omitted them and the cause thereof. She shall, at least once during the week, go through every such part of the prison at an uncertain hour of the night, and this visit, with the hour and state of the part visited at the time, shall be recorded in her journal.

Duties as to inspecting prison and prisoners.

163.—(1) The matron shall not be absent from the prison for a night without permission in writing from a Commissioner on a recommendation of the governor.

Absence from prison.

(2.) Whenever the matron is absent her duties shall, with the approval of the governor, be performed by the senior qualified female officer, to whom she shall give over all charge, and that officer shall have all the powers and perform all the duties of the matron.

164. The matron shall keep a journal in which she shall record all occurrences of importance within her department, and shall lay it before the governor daily.

Duties as to keeping journal.

165. The matron shall take care that no male officer or visitor enters the division of the prison allotted to females, unless accompanied by herself or some other female officer.

Duties as to male visitors.

Medical Officer.

166. The medical officer shall reside in the house assigned to him, and attend all sick prisoners, and all officers and servants of the prison, resident at the prison or within such

Duties as to residence and attendance.

distance as may be prescribed by the Commissioners. He shall also attend the families of officers and servants of the prison, subject to such conditions and limitations as may be prescribed by the Commissioners.

Duties as to
rules and
regulations.

167. The medical officer shall himself conform to the rules and regulations of the prison, and shall support the governor in the maintenance of discipline and order and the safe custody of the prisoners.

Duties as to
visiting
prison and
prisoners.

168.—(1.) The medical officer shall visit the prison at least once every day, and shall see every prisoner at least once a week, so as to ascertain his general state of health, and whether he is clean in his person and free from disease.

(2) The medical officer shall every day see such prisoners as complain of illness, reporting to the governor in writing their fitness or otherwise for labour. He shall daily visit the sick in the infirmary at such times as may be necessary. He shall attend at once on receiving information of the serious illness of any prisoner or officer.

(3.) The medical officer shall once every day, or oftener, visit every prisoner under punishment, or under special discipline, or any other prisoners to whom his attention is specially directed.

(4.) The medical officer shall examine every prisoner on reception, and shall record his state of health and such facts connected therewith as may be directed.

(5) The medical officer shall frequently examine the washing-places, baths, and other provisions for purposes of cleanliness or sanitation, and see whether they are in efficient working order, and report at once to the governor any defect or insufficiency therein.

Duties as to
monthly
inspection.

169. As early as practicable in every month, the medical officer shall inspect every part of the prison, for the purpose of ascertaining that nothing exists therein likely to be injurious to the health of the prisoners, and especially that the ventilation is sufficiently provided for and properly attended to. The result of this inspection shall be recorded in his journal.

Duties as to
inspection of
food, &c.

170. The medical officer shall frequently inspect the food of the prisoners, cooked and uncooked, and shall report to the governor as to the quality of the provisions, and also as to sufficiency of clothing, bedding, any deficiency in the quantity or defect in the quality of the water, or any other cause which may affect the health of the prisoners.

Duties as to
journal.

171.—(1.) The medical officer shall enter in the English language, day by day, in his journal, to be kept in the prison, an account of the state of every sick prisoner, the name of his disease, a description of the medicines and diet, and any other treatment which he orders for such prisoner.

(2.) The medical officer shall also record such matters connected with his duties as may be directed.

172.—(1.) When the medical officer has any reason to suspect that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment, he shall take such prisoner under his special observation ; and should there be good reason to believe that, either from the conduct of the prisoner or from his manner and habits, there are signs of incipient insanity, he shall report the circumstances to the governor for the information of the Commissioners, stating, in cases of doubt, whether he desires any special or additional advice.

Duties as to special observation of prisoners, and reports as to mental or physical disorder.

(2.) Whenever the medical officer has reason to believe that a prisoner's health is likely to be injuriously affected by the discipline or treatment, he shall report the case in writing to the governor, together with such recommendations as he thinks proper, and he shall call the attention of the chaplain to any prisoner who appears to require his special notice.

(3.) The medical officer shall give notice to the governor and the chaplain when the sickness of any prisoner appears to him to assume an aspect of danger.

(4.) The medical officer shall report in writing to the governor the case of any prisoner to which he thinks it necessary on medical grounds to draw attention, and shall make such recommendation as he deems needful for the alteration of the discipline or treatment of the prisoner, or for the supply to him of additional articles.

(5.) Whenever the medical officer is of opinion that the life of any prisoner will be endangered by his continuance in prison, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, he shall state the opinion, and the grounds thereof, in writing to the governor, who shall duly forward the same to the Commissioners.

173. If any case of peculiar difficulty or danger occurs, the medical officer may call in additional aid, referring previously to a Commissioner for approval, if the case will reasonably admit of such reference. No serious operation shall be performed without a previous consultation with another medical practitioner, except under very urgent circumstances not admitting of delay, which circumstances the medical officer shall record in his journal.

Power to call in additional medical aid.

174. The medical officer shall, forthwith on the death of any prisoner, enter in his journal the following particulars, viz., at what time the deceased was taken ill, when the illness was first communicated to the medical officer, the nature of the disease, when the prisoner died, and an account of the appearances after death (in cases where a post-mortem examination is made), together with any special remarks that appear to him to be required.

Particulars as to death to be entered in journal.

Duty to
appoint
substitute
when absent.

175. In cases of sickness, necessary engagement, or leave of absence, to be given by the Commissioners, the medical officer shall appoint a substitute, approved of by the Commissioners. The name and residence of the substitute shall be entered in his journal.

Conditions
as to appli-
cation of
painful test.

176. Where the medical officer considers it necessary to apply any painful test to a prisoner to detect malingering or otherwise, the test shall only be applied by authority of an order from the visiting Commissioner.

Duty to
examine
prisoner on
removal.

177. When any prisoner is about to be removed from the prison, the medical officer shall duly examine him, and certify as to his fitness to leave the prison, and as to such other particulars regarding him as may be required.

Duties as to
infectious
cases, &c.

178. The medical officer shall give directions in writing for separating from the other prisoners any prisoner labouring under any infectious, contagious, or mental disease, or suspected thereof, and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

Duty as to
the identifi-
cation of
prisoners.

179. The medical officer shall inform the governor of any particular point of which he may become aware in regard to the person of any prisoner which might assist in identifying him.

Duties as to
prisoners
sentenced to
hard labour.

180. The medical officer shall examine every prisoner sentenced to hard labour, and shall report if he is unfit to be kept at hard labour or at any particular kind of labour, and shall assist when called on in assigning the task of labour according to the physical capacity of a prisoner. He shall from time to time examine the prisoners during the time of their being employed at hard labour, and shall report and enter in his journal the name of any prisoner whose health he thinks to be endangered by a continuance at hard labour of any particular kind, and report the same to the governor; and thereupon that prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

Duties as to
health of
prisoners.

181. The medical officer shall have the general care of the health of the prisoners, and shall report to the Commissioners, and make known to the governor, any circumstance connected with the prison or the treatment of the prisoners, which at any time appears to him to require consideration on medical grounds.

Duties as to
punishment
of prisoners.

182.—(1.) Before a prisoner is placed in close confinement, or is subjected to corporal or dietary punishment, the medical officer shall examine him, and certify whether or not he is fit for the punishment.

(2.) The medical officer shall attend every corporal punishment inflicted in the prison, and his instructions thereon for preventing injury to health shall be obeyed.

183.—(1.) The medical officer shall keep such statistical records and furnish such returns as may be directed relative to the health and medical treatment of officers and prisoners, and to the sanitary condition of the quarters of the officers and of the prison buildings. Duties as to statistical records, returns and reports.

(2.) The medical officer shall report periodically, and from time to time as may be directed, on the general health and sanitary condition of the establishment, the health of the officers, their capability for performing their duties, the health of the prisoners, and in reference to any other point upon which he may be directed to report.

(3.) The medical officer shall submit to the Commissioners as soon as possible after the 31st March in each year, a report, in writing, with reference to the year ended on that day, with statistics of sickness, mortality, removals on medical grounds, insanity, suicide, and hospital treatment among the prisoners, and such other particulars as may be directed.

(4.) The medical officer may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

184. Where a deputy medical officer is appointed to a prison he shall assist the medical officer in the performance of his duties as may be directed, and in his absence shall perform his duties. Duties of deputy medical officer.

PART II.

PRISONERS AWAITING TRIAL.

Admission, Discharge, and Removal.

185. The following rules shall apply to any person committed to prison for safe custody in any of the following circumstances: Application of rules.

- (a) On his commitment for trial for any indictable offence.
- (b) Pending the preliminary hearing before justices of a charge against him on an indictable offence, or pending the hearing of an information or complaint against him.
- (c) Awaiting sentence.

186. A prisoner awaiting trial shall not be required to take a bath on reception, if, on the application of the prisoner, the governor decides that it is unnecessary, or the medical officer states that it is for medical reasons inadvisable. Bath.

Separation
from each
other.

187. In order to prevent prisoners awaiting trial from being contaminated by each other, or endeavouring to defeat the ends of justice, they shall be kept separate, and shall not be permitted to communicate together.

Separation
from convicted
prisoners.

188. Prisoners awaiting trial shall be kept apart from convicted prisoners, and, while attending chapel and at other times shall, if possible, be placed so that they may not be in view of the convicted prisoners.

Privileges
which may be
allowed by
visiting com-
mittee.

189. The visiting committee shall, on the application of any prisoner awaiting trial, if, having regard to his ordinary habits and condition of life, they think such special provision should be made in his case, permit him—

- (1.) To occupy, on payment of a small sum fixed by the Commissioners, a suitable room or cell specially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells;
- (2.) To take exercise separately or with selected untried prisoners, if the arrangements and construction of the prison permit it;
- (3.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor;
- (4.) To have, on payment of a small sum fixed by the Commissioners, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

Power to
modify
routine.

190. The visiting committee may also permit the governor to modify the routine of the prison in regard to any prisoner awaiting trial so far as to dispense with any practice which, in the opinion of the governor, is clearly unnecessary in the case of that particular prisoner.

Application
of prisoner's
money.

191. Any money in the hands of the governor belonging to any prisoner awaiting trial may be applied to the purpose of making special provision for him in cases where the prisoner is, by these rules, required to make any payment in respect of such special provision.

Use of books
or papers.

192 The governor shall, on the application of any prisoner awaiting trial, permit him to have any books, papers documents, or other articles, in his possession at the time of his arrest which may not be required for evidence against him, and are not reasonably suspected of forming part of property improperly acquired by him, or are not for some special reason required to be taken from him for the purposes of justice or of prison discipline.

Food, Clothing, and Bedding.

193. A prisoner awaiting trial may procure for himself, or receive at proper hours, food and malt liquor, clothing, bedding, or other necessities, subject to examination and to such rules as may be approved by the Commissioners; and any articles so procured may be paid for out of the money belonging to the prisoner in the hands of the governor. If a prisoner awaiting trial does not provide himself with food, he shall receive the allowance of food allotted to prisoners awaiting trial by the rules of the prison.

Power to procure food, clothing, or bedding.

194. A prisoner awaiting trial may, if he desires it, wear the prison dress, and he shall be required to do so if his own clothes are insufficient or unfit for use, or necessary to be preserved for the purposes of justice. The prison dress for a prisoner awaiting trial shall be of a different colour from that of convicted prisoners.

Prison dress.

195. When a prisoner awaiting trial is allowed by the rules to wear his own clothing in prison, the medical officer may, for the purpose of preventing the introduction or spread of infectious disease, order that the clothing be disinfected; and thereupon the clothing shall be disinfected as speedily as possible; and during the process of disinfection the prisoner may be required to wear the prison clothing prescribed for the class of prisoners to which he belongs.

Disinfection.

196. If a prisoner awaiting trial prefers to provide his own food for any meal he shall give notice thereof beforehand at the time required; but the governor shall not permit any such prisoner to receive any prison allowance of food for the meal for which he procures or receives food at his own expense.

Notice as to provision of food.

197. Articles of food shall be received by a prisoner awaiting trial only at such hours as may be laid down from time to time. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

Restrictions on provision of food.

198. A prisoner awaiting trial shall not during any period of 24 hours receive or purchase more than one pint of malt liquor, fermented liquor, or cider, or, if an adult, half a pint (8 ozs.) of wine.

Restrictions as to articles of drink.

199. No prisoner awaiting trial shall sell or transfer any article whatsoever allowed to be introduced for his use to any other person; and any prisoner transgressing this rule shall be prohibited from procuring any such article for such period as the Commissioners deem proper.

Prohibition of sale.

Cleanliness.

200. A prisoner awaiting trial shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to

Hair cutting.

shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health or cleanliness, and the hair of the prisoner shall not be cut closer than may be necessary for the purpose of health and cleanliness.

Cleaning of
rooms.

201. The beds of prisoners awaiting trial shall be made, and the rooms and yards in their occupation shall be swept and cleaned every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of these duties, they may be performed for him by an assistant provided under these rules.

Health.

Medical
attendance.

202. If any prisoner awaiting trial who is out of health desires the attendance of his usual medical attendant, the visiting committee shall, if they are satisfied that the application is bona fide, permit him to be visited by that medical attendant at his own expense, and to be supplied with medicine by him, proper precautions being in all cases observed to prevent abuse of these privileges.

Books, &c.

Books, news-
papers, &c.

203. A prisoner awaiting trial shall be permitted to have supplied to him, at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or in their absence, and pending their approval, in the opinion of the governor, of an objectionable kind.

Employment.

Employment.

204. A prisoner awaiting trial shall have the option of employment, but shall not be compelled to perform any labour.

Allowance
for earnings.

205. If any such prisoner is acquitted, or no bill of indictment is found against him, such an allowance on account of his earnings, if any, shall be paid to the prisoner on his discharge as the Commissioners think reasonable.

Facilities for
carrying on
usual employ-
ment.

206. So far as prison arrangements admit, facilities shall be given to prisoners awaiting trial to work and follow their trades and employments, and all earnings of any such prisoner, after payment thereof of such sum as the Commissioners may determine on account of the cost of his maintenance in the prison, or on account of the use of implements lent to him, shall belong to him.

Visits and Communications.

207.—(1.) Due provision shall be made for the admission Visits.
at proper times and under proper restrictions, of persons with whom prisoners awaiting trial desire to communicate, care being taken that, so far as is consistent with the interests of justice, the prisoners shall see their legal advisers alone.

(2.) Every prisoner awaiting trial shall be permitted to be visited by one person, or (if circumstances permit) by two persons at the same time, for a quarter of an hour on any week day, during such hours as may be appointed.

(3.) The visiting committee may, in any special case for special reasons, prolong the period of the visit allowed to any prisoner awaiting trial, or allow him to be visited by more than two persons at the same time.

(4.) Every endeavour shall be made to provide that prisoners awaiting trial be not, when being visited, exposed to the view of the friends of other prisoners, and to prevent the friends of one prisoner coming in contact with the friends of another while in the prison.

208. A prisoner awaiting trial shall at his request be allowed to see his legal adviser (by which is to be understood a certificated solicitor or his clerk, if the clerk has written authority from his principal), on any week day at any reasonable hour, and, if required, in the sight but not in the hearing of an officer. Communication with legal adviser.

209. A prisoner awaiting trial who is in prison in default of bail shall be permitted to see any of his friends, on any week day, at any reasonable hour, for the bona fide purpose of providing bail. Communication for the purpose of bail.

210. Paper and all other writing materials to such extent as may appear reasonable to the governor shall be furnished to any prisoner awaiting trial who requires to be so supplied for the purposes of communicating with friends or preparing a defence. Any confidential written communication prepared as instructions for a solicitor may be delivered personally to him or his authorised clerk, without being previously examined by any officer of the prison; but all other written communications are to be considered as letters, and are not to be sent out of the prison without being previously inspected by the governor. Written communications.

211. A prisoner awaiting trial who is attended or visited by a minister of a church or persuasion differing from the Established Church shall not be compelled to attend any religious services except those of the said church or persuasion; but, subject to the foregoing provisions, the prisoners shall attend divine service on Sundays and on other days when such service is performed, unless prevented by illness or unless their attendance is dispensed with by the governor or visiting committee for any sufficient reason. Religious services.

Application
of general
rules.

212. Prisoners awaiting trial shall also be subject to any general prison rules, except so far as they are inconsistent with the special rules relating to prisoners awaiting trial.

PART III.

OFFENDERS OF THE FIRST DIVISION.

Admission and Treatment.

Separation
from other
classes of
prisoners.
Bath.

213. An offender of the first division shall be kept apart from other classes of prisoners.

214. An offender of the first division shall not be required to take a bath on reception if, on the application of the prisoner, the governor decides that it is unnecessary, or the medical officer states that it is, for medical reasons, unadvisable.

Search.

215. Every offender of the first division shall be searched only by an officer specially appointed for the purpose.

Special cells.

216.—(1.) An offender of the first division shall be placed, as soon as possible after reception, in a room or cell appropriated to prisoners of his class, unless there is reason to believe that he is suffering from some infectious disease, in which case he shall be detained, in a reception cell till he can be seen by the medical officer.

(2.) An offender of the first division shall at all times, except when at chapel or exercise, occupy the room or cell assigned to him.

Privileges
which may
be allowed by
visiting com-
mittee.

217. The visiting committee shall, on the application of any offender of the first division, if, having regard to his ordinary habits and conditions of life, they think such special provision should be made in respect to him, permit any such prisoner—

(1.) To occupy, on payment of a small sum fixed by the Commissioners, a room or cell specially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells;

(2.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor;

(3.) To have, on payment of a small sum fixed by the Commissioners, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

Application
of prisoner's
money.

218. Any money in the hands of the governor, belonging to any offender of the first division, may be applied for making special provision for him in respect of which payment is by these rules required to be made.

Food and Clothing.

219. An offender of the first division shall be permitted by the visiting committee to supply his own food on giving due notice beforehand, at the time required: but the governor shall not permit him to receive any prison allowance of food at any meal for which he procures or receives food at his own expense.

Supply of food.

220. Articles of food shall be received for offenders of the first division only at such hours as are fixed for the purpose. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

Restrictions on supply of food.

221. An offender of the first division shall not during the 24 hours receive or purchase more than one pint of malt liquor, fermented liquor, or cider, or, if an adult, half a pint (8 ozs.) of wine.

Restrictions as to articles of drink.

222. An offender of the first division shall be permitted by the visiting committee to wear his own clothing, provided that it is sufficient and is fit for use. The prison dress for an offender of the first division who does not wear his own clothing shall be of a different colour from that of other classes of prisoners.

Clothing.

223. When an offender of the first division is allowed to wear his own clothing in prison, the medical officer may, for the purpose of preventing the introduction or spread of infectious disease, order that the clothing be disinfected; and thereupon the clothing shall be disinfected as speedily as possible, and during the process of disinfection the prisoner may be required to wear the prison clothing prescribed for the class of prisoners to which he belongs.

Disinfection.

224. No offender of the first division shall be allowed to sell or transfer any article whatsoever allowed to be introduced for his use to any other person.

Prohibition of sale of property.

Cleanliness.

225. An offender of the first division shall not be compelled either to have his hair cut, or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness, and the hair of the prisoner shall not be cut closer than may be necessary for the purposes of health and cleanliness.

Hair cutting.

226. The beds of offenders of the first division shall be made, and the rooms and yards in their occupation shall be swept and cleaned every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of these duties, they may be performed for him by an assistant provided under these rules.

Cleaning of rooms.

Books, &c.

Books, news-
papers, &c.

227. An offender of the first division shall be permitted to have supplied to him, at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or in their absence, and pending their approval, in the opinion of the governor, of an objectionable kind.

Employment.

Employ-
ment.

228. Offenders of the first division shall not be required to work, but they may be permitted (a) to follow their trades and professions, if practicable, (b) by their consent to be employed on the industries of the prison. In the former case, if they find their own implements, and are not maintained at the expense of the prison, they shall be allowed to receive the whole of their earnings, but the earnings of those who are furnished with implements or are maintained at the expense of the prison shall be subject to a deduction, to be determined by the Commissioners, for the use of implements and the cost of maintenance. In the latter case, they shall be entitled to earn such remission of sentence and gratuity as the rules allow.

Visits and Communications.

Visits and
letters.

229.—(1.) An offender of the first division shall be permitted to be visited once a fortnight by not more than three friends or relations at the same time, for a period of a quarter of an hour during such hours as may be appointed. He shall also be allowed to write one letter and to receive one letter in each fortnight.

(2.) The visiting committee may, by permission in any special case for special reasons, prolong the period of the visit allowed to any offender of the first division, or allow additional visits or letters to such reasonable extent as they deem advisable.

(3.) The place in which offenders of the first division receive their visits shall not be the same as that in which other prisoners receive their visits, if any other suitable place can conveniently be provided.

Religious
services.

230. An offender of the first division who is attended or visited by a minister of a church or persuasion differing from the Established Church shall not be compelled to attend any religious services, except those of the said church or persuasion; but subject to the foregoing provision, the prisoners shall attend divine service on Sundays and on other days when such service is performed, unless they are prevented by illness, or their attendance is dispensed with by the governor or visiting committee for any other reason.

231. Offenders of the first division shall also be subject to any general prison rules, except so far as they are inconsistent with the special rules relating to offenders of the first division.

Application
of general
rules.

PART IV.

OFFENDERS OF THE SECOND DIVISION.

232. An offender of the second division shall, as far as possible, be kept apart from other classes of prisoners.

Separation
from other
classes of
prisoners.

233. An offender of the second division shall, on reception, be required to take a bath, unless, on application, the governor decides that it is unnecessary, or unless the medical officer states that it is, for medical reasons, inadvisable.

Bath.

234. An offender of the second division shall at all times, except when at chapel or exercise, or in associated labour, occupy the cell assigned to him.

Cell.

235. An offender of the second division shall receive the allowance of food prescribed for offenders of the first division who do not maintain themselves.

Food.

236. An offender of the second division shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness; and his hair shall not be cut closer than may be necessary for the purposes of health and cleanliness.

Hair cutting.

237. The beds of offenders of the second division shall be made, and the rooms and yards in their occupation shall be swept and cleaned, by them every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged by them.

Cleaning of
rooms.

238. An offender of the second division shall wear a prison dress of a different colour from that worn by other classes of prisoners.

Dress.

239. An offender of the second division shall not be deprived of his mattress during any part of his sentence except for misconduct.

Mattress.

240. An offender of the second division shall be employed at work of an industrial or manufacturing nature, and thus be afforded facilities for earning, by industry, such remission of sentence and gratuity as the rules allow.

Employment.

241. An offender of the second division shall be permitted to be visited once a month by not more than three friends or relations at the same time, for a period of a quarter of an hour

Visits.

during such hours as may be appointed. He shall also be allowed to write one letter, and to receive one letter in each month.

Application
of general
prison rules

242. An offender of the second division shall also be subject to any general prison rules except so far as they are inconsistent with the special rules relating to offenders of the second division.

PART V.

OFFENDERS OF THE THIRD DIVISION.

Treatment
under general
rules.

243. Offenders of the third division will be treated under the general rules for the government of prisons.

PART VI.

DEBTORS.

Admission, Discharge, and Removal.

Persons to be
treated as
debtors.

244. Any persons imprisoned for default in payment of a debt, including a civil debt recoverable summarily, or in default, or in lieu of distress to satisfy a sum of money adjudged to be paid by order of a court of summary jurisdiction, when the imprisonment is to be without hard labour, shall be classed as debtors and treated under the following rules.

Separation
from criminal
prisoners.
Bath.

245. A debtor prisoner shall not be associated with criminal prisoners.

246. A debtor prisoner shall not be required to take a bath on reception, if, on the application of the prisoner, the governor shall decide that it is unnecessary, or the medical officer shall state that it is, for medical reasons, inadvisable.

Cell.

247. A debtor prisoner shall at all times, except when at chapel or exercise, occupy the cell assigned to him.

Food, Clothing, and Bedding.

Supply of
food.

248. A debtor prisoner shall receive the allowance of food prescribed for offenders of the first division who do not maintain themselves.

Clothing.

249. A debtor prisoner shall be permitted to wear his own clothing, unless it is unfit for use. The prison dress for a debtor prisoner who does not wear his own clothing shall be of a different colour from that of convicted criminal prisoners.

Cleanliness.

250. A debtor prisoner shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness; and the hair of such prisoner shall not be cut closer than may be necessary for the purposes of health and cleanliness. Hair cutting.

251. The beds of debtor prisoners shall be made, and the rooms and yards in their occupation shall be swept and cleaned, by them every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged by them. Cleaning of rooms, &c.

Employment.

252. A debtor prisoner shall be required to work, either at his own trade or profession, provided his employment does not interfere with the regulations of the prison, or at work of an industrial or manufacturing nature, and he shall be allowed to receive the whole of his earnings subject to a deduction for the cost of his maintenance, and for the use of implements when furnished by the prison. Required to work.

Health.

253. Debtor prisoners may be permitted to exercise in the forenoon and afternoon of each day during such periods as the circumstances of the prison may allow, and during the same periods they shall be permitted to associate together in an orderly manner. Exercise.

Visits and Communications.

254. A debtor prisoner shall be permitted to receive a visit of a quarter of an hour's duration and also to write and receive one letter in each week, and the visiting committee may, for special reasons, prolong the period of visit allowed to any such prisoner or accord additional visits or letters to such reasonable extent as they may deem advisable. Visits and letters.

255. In applying to a debtor prisoner the General Rule 76, any request from the legal adviser, wife, or relative of such debtor to visit such debtor is to be granted at any reasonable hour of the day. Special visits.

256. The place in which debtor prisoners receive their visits shall not be the same as that in which criminal prisoners receive their visits, if any other suitable place can conveniently be provided. Place of visit.

Application
of general
rules.

257. Debtor prisoners shall also be subject to any general rules made by the Secretary of State for the government of prisons, except so far as the same are inconsistent with the special rules relating to debtors.

PART VII.

JUVENILE OFFENDERS AWAITING TRIAL.

Classification.

258.—(1.) All prisoners under the age of 16 who are under remand or awaiting trial shall be formed into two divisions, being classed by the governor and chaplain:—

(a) Those who have not been in prison before and who are well conducted in prison, who shall be kept separate from

(b) Those who have been in prison before, or who misbehave in prison.

(2.) Any prisoner who declares himself to be more than 16 years of age, but who, in the opinion of the governor, chaplain, and medical officer of the prison, should not, having regard to his character, constitution, and antecedents, properly be classed with adult prisoners, shall also be classed as a juvenile offender.

Cell doors to
be open in
certain cases.

259. In order that confinement may be as little as possible oppressive, every unconvicted juvenile prisoner of tender years in division (a) shall be allowed to have his cell door open between the hours of 6 a.m. and 6 p.m. if the governor, chaplain, or medical officer is of opinion that this is necessary or desirable, the governor being responsible that such precautions are observed as will ensure that a juvenile prisoner shall not be able to enter the cell of any other prisoner, and *vice versa*.

Exercise.

260. Every unconvicted juvenile prisoner shall be allowed two periods of exercise daily. This exercise shall consist of ordinary walking, or physical drill without arms, or of garden work, each boy being kept apart from the others.

Instruction.

261. Every unconvicted juvenile prisoner shall be daily instructed by the schoolmaster for one hour in association, those in division (a) being kept separate from those in division (b). Any boy whose ignorance makes it impossible to instruct him shall be read to by the schoolmaster from books specially selected by the chaplain.

Employment.

262. The governor shall encourage every unconvicted juvenile prisoner to work either at his own trade or at one of the trades pursued in the prison. If employed on the latter, he shall be remunerated as laid down in Rule 206 for prisoners awaiting trial. The chaplain shall also encourage every unconvicted juvenile prisoner in habits of industry.

263. The chaplain shall select a special set of books to form a library for the use of unconvicted juvenile prisoners, picture books being provided for those who cannot read. Library books.

264. These rules shall apply, as far as practicable, to juvenile female prisoners under 16 years of age. Application of rules to females.

265. Unconvicted juvenile offenders shall also be subject to the rules for prisoners awaiting trial, and to any general prison rules, except so far as they are inconsistent with the special rules for juvenile offenders awaiting trial. Application of general prison rules.

JUVENILE OFFENDERS UNDER CONVICTION.

266.—(1.) Every prisoner under the age of 16 shall be classed as a juvenile offender. Classification.

(2.) Prisoners who have not been in prison before and who are well conducted in prison shall be kept separate from those who have been in prison before or who misbehave in prison.

(3.) Any prisoner who declares himself to be more than 16 years of age, but who, in the opinion of the governor, chaplain, and medical officer of the prison, should not, having regard to his character, constitution, and antecedents, properly be classed with adult prisoners, shall also be classed as a juvenile offender.

267. If the sentence is for one month or upwards a juvenile offender shall be located in a prison in the district in which accommodation is set apart for juvenile offenders. If the sentence is for less than one month, he shall be retained in the prison to which he has been committed, but be lodged in a part of the prison where he will be completely separated from the adult prisoners. Prisons for juvenile offenders.

268. A juvenile offender shall take exercise, receive school instruction, and be seated in chapel, apart from, and, if possible, out of sight of, adult prisoners, with whom he shall not, on any occasion, be permitted to come into contact. Separation from adult prisoners.

269. In the case of a juvenile offender the ordinary prison discipline shall be mitigated in the following manner :— Mitigation of prison discipline.

- (a) He shall not be required to sleep without a mattress ;
- (b) He shall be allowed special library books as well as books of instruction, from the time of his reception and throughout his sentence ;
- (c) He may be employed in association with other juvenile offenders in workshops, or in outdoor work such as gardening, &c. ;
- (d) He shall, as far as possible, be instructed in a trade which may be useful to him on release ; and
- (e) He shall, if medically fit, be exercised daily at physical drill in lieu of, or in addition to, walking exercise, with a view to his physical development.

Visits.

270. A juvenile offender may be allowed by the visiting committee to receive extra visits, if, in their opinion, such visits are desirable and calculated to improve his moral welfare and future career.

Report to Home Office as to children under 14.

271. Whenever a child under 14 years of age is committed to prison, the governor shall report his reception direct to the Under Secretary of State, Home Office, the same day that the child is first received into custody or again received after having been brought before the court on remand or otherwise, unless by the warrant of commitment the child is ordered to be detained in a reformatory or industrial school.

Duty of chaplain as to juvenile offenders.

272. It shall be the duty of the chaplain to devote individual attention and care to the juvenile offenders, and in co-operation with the visiting committee and the Discharged Prisoners' Aid Society, to make every possible provision for their protection and care on discharge.

Discharge of juvenile offender.

273. Before a juvenile offender is discharged the governor shall inform his relatives and friends on what day and at what time he shall be discharged, and they may have the opportunity of attending to receive him, but if such relatives or friends are known to be bringing the young prisoner up in evil courses, then the governor may, with the consent of the visiting committee, abstain from informing his relatives, if some other respectable person, to be approved by the visiting committee, is willing to take care of him, and the prisoner consents.

Application of general prison rules.

274. Convicted juvenile offenders shall also be subject to any general prison rules except so far as they are inconsistent with the special rules for juvenile offenders under conviction.

PART VIII.

THE VISITING COMMITTEE.

Appointments.

275.—(1.) The members of a visiting committee to be appointed by quarter sessions shall be appointed at the quarter sessions held in the first week after the 28th day of December; provided that the members to be appointed at the sessions specified in the first column of the subjoined table shall be appointed as mentioned in the second column of that table:—

Adjourned quarter sessions for the whole county of Herts.	At a Michaelmas adjourned session for the whole county.
Quarter sessions for the county of London.	At any session or adjourned session held in the month of January, not later than the 25th of the month.

(2.) The members of a visiting committee to be appointed by the justices of a borough shall be appointed at special sessions held in the first whole week after the 28th of December.

(3.) Such members of the visiting committee for the Worcester prison as are to be appointed by the council of the city of Worcester shall be appointed at a meeting to be held for that purpose in the first whole week after the 28th of December.

276. The visiting committee shall continue to hold office until their successors have met and taken over their duties

Tenure of office.

277. The first meeting of a visiting committee for a prison shall be held at the prison at noon on the first Monday in the month of February, provided that any visiting committee may, by standing order, alter the date of such first meeting to any day not earlier than the first Monday after all the members of the visiting committee have been appointed, and not later than any day of the first week in February, and may also vary the hour of the meeting.

First meeting.

278. Each visiting committee shall at their first meeting appoint a chairman and make rules as to their attendance at the prison for the purpose of carrying out the duties assigned to them.

Chairman and rules.

279. A visiting committee and the members thereof may act notwithstanding any vacancy in their body.

Powers not affected by vacancies.

280. If for any reason the appointing authority fail to appoint the requisite number of members of a visiting committee at the proper time, the Secretary of State may, if he thinks fit, empower the authority to make the requisite appointment at a subsequent session or meeting to be named by him for the purpose.

Provision in case of failure to appoint.

281. If any vacancy in a visiting committee arises during the year, from death, resignation, or other cause, the authority who appointed the member whose place is vacant shall, at their first practicable sessions or meeting, appoint to the vacancy, and the appointment so made shall be as valid as if made at the time fixed for the annual appointment of the committee.

Filling of casual vacancy.

282. The chairman of the visiting committee shall report to the Secretary of State the names and addresses of the members of the visiting committee appointed under either of the preceding rules.

Report of persons appointed.

283. Every visiting committee shall keep a book of minutes of their proceedings in which all minutes shall be recorded.

Minutes.

284. They shall meet as a committee at the prison once in each month, or, if the committee pass a resolution that, for reasons specified in the resolution, less frequent meetings are sufficient, not less than eight times in the year.

Monthly meetings at prison.

Weekly visits to prison.

285. One or more of them shall visit the prison once in each week, or, if the committee resolve that for reasons specified in the resolution fortnightly visits are sufficient, then once in each fortnight.

Interest in contracts.

286. No member of the visiting committee may have any interest in any contract made in respect of any prison of which he is on the visiting committee.

Co-operation with Commissioners.

287. The visiting committee shall co-operate with the Commissioners in promoting the efficiency of the service, and shall make inquiry into any matter especially referred to them by the Secretary of State or the Commissioners, and report their opinion thereon.

Duties as to abuses.

288. The visiting committee shall take care that any abuses in connexion with the prison which come to their knowledge are brought to the notice of the Commissioners immediately, and in case of urgent necessity they may suspend any officer of the prison until the decision of the Commissioners is made known.

Duties as to misconduct or idleness.

289. The visiting committee shall hear and adjudicate on any report made by the governor of the misconduct or idleness of any prisoner.

Duties as to prisoners under mechanical restraint.

290. If the governor represents to them that he has, in case of urgent necessity, put a prisoner in irons or under other mechanical restraint, and that it is necessary that the prisoner be so kept for more than twenty-four hours, they may authorise the detention by order in writing, which shall specify the cause thereof and the time during which the prisoner is to be so kept.

Duty to supply information.

291. The visiting committee shall furnish such information with respect to the offences reported to them, and the punishments they award, as may from time to time be required by the Commissioners or the Secretary of State.

Duties as to complaints by prisoners.

292. They shall hear and investigate any complaint which any prisoner may desire to make to them; and, if necessary, report the same, with their opinion, to the Commissioners, or take such steps with regard to the matter as they may be directed to take.

Duties as to injuries caused by discipline or treatment.

293. They shall attend to any report which they receive as to the mind or body of any prisoner being likely to be injured by discipline or treatment to which he is subjected, and shall communicate their opinion to the Commissioners. If the case is urgent, they shall give such directions thereon as they deem expedient, communicating the same to the Commissioners.

Duties as to prisoners' diet.

294. They shall frequently inspect the diets of the prisoners, and if they find that the quality of any article does not fulfil the terms of the contract under which it is supplied,

they shall report the circumstances to the Commissioners, and note the same in their minute book, and the governor shall thereupon take such steps as may be immediately necessary to provide the prisoners with suitable food.

295 They may inspect any of the books of the prison.

Power to inspect books.

296. They may, on application from any prisoner, dispense with his attendance from Divine Service on Sundays and other days.

Power to dispense with attendance at Divine Service.

297. They may, in any case of special importance or urgency, allow a prisoner an additional visit or letter or prolong the period of a visit.

Powers as to visits to prisoners.

298. They shall assist the Commissioners with advice and suggestions as to the industrial employment and occupation of prisoners.

Duties as to industrial employment of prisoners.

299. They shall assist the Commissioners in the selection of library books for the use of prisoners. All demands for such books must be submitted to them by the chaplain, through the governor, for their approval before being sent to the Commissioners.

Duties as to library books.

300. They shall investigate and decide on any application from a prisoner to change his religion. Before granting such an application, they must satisfy themselves that it is made from conscientious motives and not caprice or a desire to escape any prison regulations.

Duties as to application for change of religion.

301. They may, subject to the approval of the Commissioners, organise lectures and addresses in the prison, provided that they do not interfere with the necessities of prison discipline, and are directed to the moral improvement of the prisoners.

Powers as to lectures and addresses.

302. They shall exercise supervision in carrying out the rules for the treatment of juvenile and unconvicted prisoners.

Duties as to juvenile and unconvicted prisoners.

303. They shall, so far as practicable, co-operate with the governor as to the classifying of first offenders.

Duties as to first offenders.

304. They shall, so far as practicable, from time to time, satisfy themselves as to the operation of the Discharged Prisoners' Aid Societies connected with the prison, or any other agencies having for their object the welfare of prisoners.

Duties as to discharged prisoners.

305. They shall inquire into the state of the prison buildings, and report to the Secretary of State or the Prison Commissioners with respect to any repairs or additions which may appear to them to be necessary.

Duties as to prison buildings.

Duties as to
prison labour.

306. They shall inquire into the condition of prison labour, whether the industrial employments provided are sufficient and of the kind most suitable for preparing prisoners for earning their livelihood on release in their own localities.

Annual report.

307. They shall make an annual report at the beginning of each year to the Secretary of State with regard to all or any of the matters referred to in these rules, or to any other matters appertaining to the prison that they may deem it expedient; and they shall, from time to time, make such reports to the Secretary of State or to the Commissioners as they consider necessary concerning any matter to which, in their opinion, the attention of the Commissioners should be called.

Conditions under which permissions are to be granted.

308. They shall, before granting any permission which by the prison rules they are authorised or required to grant, satisfy themselves that it can be granted without interfering with the security, good order, and government of the prison and prisoners therein, and if after it has been granted its continuance seems likely to cause any such interference, or the prisoner has abused the permission, or has been guilty of any misconduct, may suspend or withdraw the permission.

Duties as to gratuities earned by prisoners.

309. They are requested to give such assistance as may be in their power towards securing the proper disposal of any gratuities which may be earned by prisoners, especially in places where there is no Discharged Prisoners' Aid Society, according to such instructions as may from time to time be issued.

Duties as to reformatories.

310.—(1.) When any juvenile offender imprisoned in the prison has been sentenced to be sent to a reformatory school, and the particular school to which he is to be sent is not named at the time of his sentence being passed, or within seven days thereafter, by the court who sentenced him, then any member of the visiting committee may, at any time before the expiration of the term of imprisonment, name the school to which he is to be sent, but shall endeavour to ascertain the religious persuasion to which the youthful offender belongs, and, so far as is possible, select a school conducted in accordance with that persuasion, and shall specify the persuasion in his order.

(2.) If the parent, step-parent, or guardian, or if there is no parent, step-parent, or guardian, then the god-parent or nearest adult relative of any juvenile offender who has been sent or is about to be sent to a reformatory school which is not conducted in accordance with the religious persuasion to which the offender belongs, applies to a member of the visiting committee of the prison to which the offender was committed, to send or to remove that offender to a reformatory school conducted in accordance with the offender's religious per-

suasion, that member of the visiting committee shall, upon proof of the offender's religious persuasion, comply with the request of the applicant, provided that—

- (a) The application is made before the offender has been sent to a reformatory school, or within thirty days after his arrival at the school ; and
- (b) The applicant shows to the satisfaction of the member of the visiting committee that the managers of the school named by him are willing to receive the offender.

311. The visiting committee shall also discharge such other duties as are assigned to them in the special rules for special classes of prisoners and in the general rules for the government of prisons. General duties.

312. So much of the rules of the 19th February, 1878,*† 17th June, 1878,‡ 16th June, 1879,§† 1st July, 1881,|| 10th March, 1890,¶† 31st July, 1890,**† 26th November, 1890,***† 4th March, 1891,†† 27th March, 1893,‡‡ 10th July, 1893,‡‡ 17th April, 1896,§§ 9th April, 1897,|||| and 5th July, 1897,¶¶ as relates to the government of prisons is hereby revoked. Revocation of former rules.

313.—***

* Printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, p. 675.

† These rules were previously revoked as regards the time of appointment, powers, and duties of visiting committees by Rule, April 9, 1897, hereby repealed. So much of these rules which related to the constitution of visiting committees was repealed, and with other similar rules consolidated by Rules, dated March 16, 1898, printed at p. 1 above.

‡ Printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, p. 684.

§ Printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, p. 690.

|| Printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, p. 685.

¶ Printed in Statutory Rules and Orders, 1890, p. 930.

** Printed in Statutory Rules and Orders, 1891, p. 599.

†† Printed in Statutory Rules and Orders, 1891, p. 600.

‡‡ Printed in Statutory Rules and Orders, 1893, p. 475.

§§ Printed in Statutory Rules and Orders, 1896, p. 363.

|||| Printed in Statutory Rules and Orders, 1897, p. 574-580.

¶¶ Parliamentary Paper, 1897 (289).

*** Rule 313 relating to Dietaries was annulled and fresh provision made by the Rules of September 2, 1901, printed at p. 56 below.

DIET B.			
Meals.	—	Men.	Women and Juveniles.
Breakfast - - -	Daily :		
	Bread - - - - -	8 oz.	6 oz.
	Gruel - - - - -	1 pt.	1 pt.
	Sunday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Cooked Meat, preserved by heat.	4 "	3 "
	Monday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Beans - - - - -	10 "	8 "
	Fat bacon - - - - -	2 "	1 "
	Tuesday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Soup - - - - -	1 pt.	1 pt.
Dinner - - -	Wednesday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Suet pudding - - - - -	10 "	8 "
	Thursday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Cooked beef, without bone -	4 "	3 "
	Friday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Soup - - - - -	1 pt.	1 pt.
	Saturday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	8 "	8 "
	Suet pudding - - - - -	10 "	8 "
Supper - - -	Daily :		
	Bread - - - - -	8 oz.	6 oz.
	Porridge - - - - -	1 pt.	—
	Gruel - - - - -	—	1 pt.

NOTES—(a) Men include all male prisoners over 16 years of age. Women include all female prisoners over 16 years of age. Juveniles include all prisoners under 16 years of age.

(b) Juvenile prisoners may, in addition to the above diet, be allowed milk, not exceeding one pint per diem, at the discretion of the Medical Officer.

DIET C.			
Meals.	—	Men.	Women and Juveniles.
Breakfast - - -	Daily :		
	Bread - - - - -	8 oz.	6 oz.
	Porridge - - - - -	1 pt.	—
	Tea - - - - -	—	1 pt.
	Sunday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Cooked meat, preserved by heat.	5 "	4 "
	Monday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Beans - - - - -	12 "	10 "
	Fat bacon - - - - -	2 "	2 "
	Tuesday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Soup - - - - -	1 pt.	1 pt.
Dinner - - -	Wednesday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Suet pudding - - - - -	12 "	10 "
	Thursday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Cooked beef, without bone -	5 "	4 "
	Friday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Soup - - - - -	1 pt.	1 pt.
	Saturday :		
	Bread - - - - -	6 oz.	6 oz.
	Potatoes - - - - -	12 "	8 "
	Suet Pudding - - - - -	12 "	10 "
Supper - - -	Daily :		
	Bread - - - - -	8 oz.	6 oz.
	Cocoa - - - - -	1 pt.	1 pt.

NOTES—(a) Men include all male prisoners over 16 years of age. Women include all female prisoners over 16 years of age. Juveniles include all prisoners under 16 years of age.

(b) Juvenile prisoners may, in addition to the above diet, be allowed milk, not exceeding one pint per diem, at the discretion of the Medical Officer, and one pint of porridge in lieu of tea for breakfast.

(2.) The terms to which the above diets shall be severally applied shall be those set forth in the following table :—

Term.	Diet A.	Diet B.	Diet C.
Seven days and under - - -	Whole term.	—	—
More than seven days and not more than four months.	Seven days.	Remainder of term.	—
More than four months - - -	—	Four months	Remainder of term.

(3.) The diet for special classes of prisoners, viz. :—

- (a) Prisoners on remand or awaiting trial who do not maintain themselves ;
- (b) Offenders of the 1st Division who do not maintain themselves ;
- (c) Offenders of the 2nd Division ;
- (d) Debtors ;

shall be Diet B : provided that they shall receive for breakfast one pint of tea in lieu of gruel, and for supper one pint of cocoa in lieu of porridge or gruel ; and that when detained in prison more than four months they shall receive C diet at the expiration of the fourth month.

(4.) The diet for prisoners of both sexes, irrespective of age on the day of first reception, whether on remand, to await trial, or on conviction or otherwise, shall be :—

Breakfast	- {	Bread	-	-	-	8 oz.
		Cocoa	-	-	-	1 pint.
Dinner	- {	Bread	-	-	-	12 oz.
		Cooked meat pre-	-	-	-	4 "
		served by heat.				
Supper	- {	Bread	-	-	-	8 oz.
		Porridge	-	-	-	1 pint.

(5.) The foregoing diets shall be prepared as follows:—

Bread - -	To be made with whole-meal flour, consisting of all the products of grinding the wheaten grain, with the exception of 12 per cent. of coarse bran and coarse pollards.
Porridge - -	To every pint, 3 oz. coarse Scotch oatmeal, with salt.
Gruel - -	To every pint, 2 oz. coarse Scotch oatmeal, with salt.
Tea - -	To every pint, $\frac{1}{2}$ oz. tea, 2 oz. milk, and $\frac{1}{2}$ oz. sugar.
Cocoa - -	To every pint, $\frac{1}{2}$ oz. Admiralty cocoa, 2 oz. milk, and $\frac{1}{2}$ oz. sugar.
Milk - -	To be fresh unskimmed milk ; to be served hot with the breakfast and supper of juveniles.
Suet pudding -	To every pound, 2 oz. suet and 8 oz. white or whole-meal flour.
Soup - -	In every pint, 4 oz. clod (or shoulder), leg, or shin of beef ; 4 oz. split peas ; 2 oz. fresh vegetables ; $\frac{1}{2}$ oz. onions ; pepper and salt. From May to September inclusive the soup to consist of the following ingredients;— 4 oz. clod (or shoulder), leg, or shin of beef ; 1 oz. pearl barley ; 2 oz. fresh vegetables ; 1 oz. onions ; $\frac{1}{2}$ oz. flour ; pepper and salt.
Cooked meat, preserved by heat.	Colonial or American beef or mutton of approved brands and of best quality. This meat should not be cooked or heated in any way ; it should always be served cold as it leaves the tin.
Meat liquor or broth.	The liquor in which the beef is cooked on Thursdays should be thickened with $\frac{1}{2}$ oz. flour, and flavoured with $\frac{1}{2}$ oz. onions to each ration, with pepper and salt.
Beans - -	Haricot beans, or broad or Windsor beans dried in the green state and decorticated.

SUBSTITUTES.

Cooked beef without bone.	Colonial or American beef or mutton, preserved by heat, may be substituted for cooked English beef, weight for weight. Cooked fresh fish, 8 oz., or cooked salt fish, 12 oz., may occasionally be substituted for 4 oz. cooked English beef without bone, and in like proportion for other quantities.
Potatoes -	Fresh vegetables may be substituted for potatoes, weight for weight after cooking ; rice, also, may be substituted in the same proportion after cooking ; rice, however, should be sparingly used as a substitute for potatoes and when so used should, if possible, be combined with fresh vegetables in equal proportions.
Fresh vegetables.	If fresh vegetables are not procurable, $\frac{1}{2}$ oz. preserved mixed vegetables may be used, in lieu of 1 oz. fresh vegetables, for ordinary prison diets.

(6.) THE HOSPITAL DIETS for sick prisoners shall be :—

—	Ordinary Diet.	Pudding Diet.	Low Diet.
Breakfast -	Bread, 8 oz. Tea, 1 pint, containing $\frac{1}{2}$ oz. tea, $\frac{1}{2}$ oz. sugar, and 3 oz. milk.	White bread, 6 oz. Milk, 1 pint.	Bread, 6 oz. Tea, 1 pint; ingredients as in ordinary diet.
Dinner -	Meat, 5 oz. (cooked). Potatoes, 8 oz. Vegetables, 4 oz. Bread, 6 oz. Salt, $\frac{1}{2}$ oz.	Rice pudding, containing 2 oz. rice, 1 egg, and 10 oz. milk; or, Batter pudding, containing 3 oz. flour, 1 egg, and 10 oz. milk; or, Custard pudding, containing 1 egg, and 10 oz. milk.	Cornflour, containing 1 oz. cornflour, 1 pint milk, 1 oz. sugar; to produce 1 pint.
Supper -	Bread, 8 oz. Tea, 1 pint.	White bread, 6 oz. Milk, 1 pint.	Bread, 6 oz. Tea, 1 pint.

NOTES ON THE HOSPITAL DIETARY.

Cooked meat to consist of fresh beef or mutton, which may be roasted, baked, stewed, or boiled; when boiled the allowance of cooked meat to be served with its own liquor, thickened with $\frac{1}{2}$ oz. of flour, and flavoured with $\frac{1}{2}$ oz. of onions, with pepper and salt.

Fowls, rabbits, or fish may be substituted for 5 oz. cooked meat, at the rate of 8 oz. (uncooked), or bacon 4 oz. (uncooked), per diet. Sago or tapioca may be substituted for rice.

$\frac{1}{2}$ oz. to 1 oz. sugar may be used to sweeten the puddings.

Beef tea, 16 oz. lean beef, without bone, 1 $\frac{1}{2}$ pints of cold water, to make 1 pint.

Mustard and pepper will be issued to each prisoner when required.

Extras and medical comforts may be given to patients when considered necessary by the Medical Officer.

(7.) The diets for ill-conducted or idle prisoners shall be:—

No. 1 DIET.

(a) This diet when given for a period of three days, or less, shall consist of—

1 lb. bread per diem, with water.

(b) When given for more than three days it shall consist of—

(1) 1 lb. bread per diem, with water ;

(2) B diet, according to age and sex ; for alternate and equal periods of three days.

(c) The duration of time for which this diet may be ordered shall not exceed 15 days for any single term.

(d) No task of labour shall be enforced on any one of the days on which bread and water constitute the sole food supplied to the prisoner, who may, nevertheless, be allowed the option of performing suitable labour in the cell.

(e) No prisoner who has been upon this diet shall be again placed upon it for a fresh offence until an interval has elapsed equal to the period passed by the prisoner on No. 1 diet.

No. 2 DIET.

For a prisoner performing a daily task of labour.

(f) This diet when given for a period of 21 days, or less, shall be as follows:—

Breakfast - - Bread, 8 oz.

Dinner	-	-	{ 1 pint of porridge containing 3 oz. oatmeal. Potatoes, 8 oz. Bread, 8 oz.
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Supper - - Bread, 8 oz.

(g) The No. 2 diet ordered for a period exceeding 21 days shall consist of the above diet for the first three weeks and after the fourth week. During the fourth week prisoners shall receive B diet, according to age and sex.

(h) The entire period for which any single term of No. 2 diet may be ordered shall not exceed 42 days.

(i) No prisoner who has been upon this diet for a period of 21 days continuously shall be again placed upon it until after the expiration of an interval of one week.

(k) If a prisoner while on No. 2 diet should be guilty of misconduct, No. 2 diet may be temporarily interrupted, and the prisoner may be placed on No. 1 diet for a period not exceeding three days; on the expiration of the period awarded on No. 1 diet the prisoner shall resume the diet originally ordered, and the period passed upon the No. 1 diet shall count as part of the period originally awarded on No. 2 diet.

(8.) For any offence with which the Governor is competent to deal, he may order a prisoner to be punished by No. 1 diet for ill-conducted and idle prisoners for a period not exceeding three days; No. 2 diet for ill-conducted and idle prisoners for a period not exceeding 14 days.

(9.) The diet of any individual prisoner, not a being a patient in the infirmary, may be increased or altered, or, in the case of any prisoner who persistently wastes his food, may be reduced, on the written recommendation of the medical officer.

(10.) The rules relating to dietaries, made by the Secretary of State on the 18th March, 1878,* 17th March, 1892,† 27th February, 1895,‡ and 28th February, 1896;§ also the rules numbered 24, 313, 81 (b), and 83 (d), made on the 21st April, 1899,|| are hereby revoked.

Chas. T. Ritchie.

Home Office, Whitehall,
2nd September, 1901.

* Printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, pp. 670-675.

† Printed in Statutory Rules and Orders, 1892, p. 764.

‡ Printed in Statutory Rules and Orders, 1895, p. 664.

§ Printed in Statutory Rules and Orders, 1896, p. 363.

|| Printed at pp. 6 to 55 above.

**SPECIAL RULES, DATED JANUARY 24, 1902, MADE BY THE
SECRETARY OF STATE FOR THE HOME DEPARTMENT
UNDER THE PRISON ACT, 1898, WITH REGARD TO
PRISONERS BETWEEN THE AGES OF 16 AND 21.**

1902. No. 502.

Prisoners between the ages of 16 and 21 may be collected in a prison set apart for the purpose, and be subjected to the following special rules :—

(1.) They shall be strictly classified, regard being had to their character and antecedents.

(2.) Each class shall be kept apart from the other.

(3.) They shall be divided into three grades: 1st, Penal; 2nd, Ordinary; and 3rd, Special; with special privileges attached to the 3rd or Special grade. Each grade shall wear a distinctive dress. On reception a prisoner shall be placed on the 2nd or ordinary grade, and his promotion from the 2nd to the 3rd grade shall be gained by industry with good conduct; but it may be postponed for idleness or misconduct, or he may be removed to the penal grade, or he may forfeit any of the privileges of his grade.

(4.) They shall be employed in association in workshops or in outdoor work such as farming, &c., and they shall be specially instructed in useful trades and industries which may fit them to earn their livelihood on release.

(5.) They shall, if medically fit, be exercised daily at physical drill in lieu of, or in addition to, walking exercise.

(6.) Special attention shall be given to their education by instruction in the ordinary subjects of the elementary education code, by lectures and moral addresses, and by their being provided with library books and useful literature, which they shall be encouraged to read.

(7.) At a reasonable time before the discharge of any prisoner, arrangements shall be made with Discharged Prisoners' Aid, or other philanthropic societies or benevolent persons, for the prisoner's future welfare.

(8.) Remission of sentence under Rule 37 of the rules made by the Secretary of State on the 21st April, 1899,* shall not be granted to any prisoner who is not specially recommended for the same.

(9.) They shall also be subject to any general prison rules, except so far as they are inconsistent with these Special Rules.

Chas. T. Ritchie.

Home Office,
24th January, 1902.

* Printed at pp. 6 to 55 above.

RULES DATED JUNE 5, 1902, MADE BY THE SECRETARY OF STATE FOR THE HOME DEPARTMENT, PURSUANT TO THE PROVISIONS OF THE CAPITAL PUNISHMENT AMENDMENT ACT, 1868,* FOR REGULATING THE EXECUTION OF CAPITAL SENTENCES.

1902. No. 444.

1. For the sake of uniformity, it is recommended that executions should take place in the week following the third Sunday after the day on which sentence is passed, on any weekday but Monday, and at 8 a.m.

2. The mode of execution, and the ceremonial attending it, to be the same as heretofore in use.

3. A public notice, under the hands of the sheriff and the governor of the prison, of the date and hour appointed for the execution to be posted on the prison gate not less than twelve hours before the execution, and to remain until the inquest has been held.

4. The bell of the prison, or, if arrangements can be made for that purpose, the bell of the parish or other neighbouring church, to be tolled for 15 minutes after the execution.

5. The person or persons engaged to carry out the execution should be required to report themselves at the prison not later than 4 o'clock on the afternoon preceding the execution, and to remain in the prison from the time of their arrival until they have completed the execution, and until permission is given them to leave.

Chas. T. Ritchie,
One of His Majesty's Principal
Secretaries of State.

Whitehall,
5th June, 1902.

(b) Appointment of Prisons for Particular Localities.

DECLARATION OF THE HOME SECRETARY, DATED JULY 30, 1887, CONSTITUTING THE NEW PRISON BUILDINGS AT NORWICH A PRISON, UNDER THE PRISON ACT, 1865,† AND THE PRISON ACT, 1877.‡

In pursuance of the powers conferred on me by the Prison Act, 1884,§ I hereby declare that on and after the 1st day of August, 1887, the new prison buildings recently erected in Norwich, in the county of Norfolk, shall be a prison under the Prison Act, 1865,† and the Prison Act, 1877,‡ and shall be under the jurisdiction of the Prison Commissioners, and shall be available for all classes of prisoners from any of those jurisdictions from which prisoners may be sent to the existing prison at Norwich, which, by my Order of 30th June, 1887, is to be discontinued after the 1st day of October, 1887.

Henry Matthews,
One of Her Majesty's Principal
Whitehall, 30th July, 1887. Secretaries of State.

* 31 & 32 Vict. c. 24. † 28 & 29 Vict. c. 126. ‡ 40 & 41 Vict. c. 21
§ 47 & 48 Vict. c. 51. s. 2.

RULE, DATED JUNE 15, 1889, MADE BY THE SECRETARY OF STATE UNDER SECTION 26 OF THE PRISON ACT, 1877,* IN REFERENCE TO HOLLOWAY PRISON.

In pursuance of the power vested in me by Section 26 of the Prison Act, 1877,* I hereby appoint the prison at Holloway, in the county of Middlesex, to be a prison in which debtors and prisoners, who are not criminal prisoners, are to be confined during the period of their imprisonment.

Henry Matthews,
One of Her Majesty's Principal
Secretaries of State.

Home Office, Whitehall,
15th June, 1889.

DECLARATION OF THE SECRETARY OF STATE, DATED OCTOBER 1, 1890, CONSTITUTING WORMWOOD SCRUBBS PRISON A PRISON UNDER THE PRISON ACT, 1865, AND THE PRISON ACT, 1877.

In pursuance of the power conferred on me by the Prison Act, 1884,† I hereby declare that the buildings heretofore used as the prison for convicts at Wormwood Scrubbs in the county of London, shall be a prison under the Prison Act, 1865,‡ and the Prison Act, 1877,* and shall be under the jurisdiction of the Prison Commissioners, and shall be a prison for the county of London, and also for the counties of Middlesex, Surrey, Kent, Essex, Hertford, and Buckingham.

Henry Matthews,
One of Her Majesty's Principal
Secretaries of State.

Whitehall, 1st October, 1890.

DECLARATION OF THE SECRETARY OF STATE, DATED SEPTEMBER 18, 1891, CONSTITUTING THE NEW PRISON BUILDINGS AT NOTTINGHAM A PRISON UNDER THE PRISON ACT, 1865,‡ AND THE PRISON ACT, 1877.*

In pursuance of the powers conferred on me by the Prison Act, 1884,† I hereby declare that on and after the 1st day of October, 1891, the new prison buildings recently erected in Nottingham, in the county of Nottingham, shall be a prison under the Prison Act, 1865,‡ and the Prison Act, 1877,* and shall be under the jurisdiction of the Prison Commissioners, and shall be available for all classes of prisoners from any of those jurisdictions from which prisoners may be sent to the existing prison at Nottingham, which by my Order made this day is to be discontinued from and after the first day of December, 1891.

Henry Matthews,
One of Her Majesty's Principal
Secretaries of State.

Whitehall,
September 18, 1891.

* 40 & 41 Vict. c. 21. † 47 & 48 Vict. c. 51. ‡ 28 & 29 Vict. c. 126.

DECLARATION OF THE SECRETARY OF STATE, DATED OCTOBER 16, 1901, CONSTITUTING THE PRISON AT BRIXTON A PRISON UNDER THE PRISON ACTS, 1865 TO 1898.*

In pursuance of the power conferred on me by the Prison Act, 1884,† I hereby declare that on and after the 1st day of April, 1902, the prison at Brixton, in the county of London, shall be a prison under the Prison Acts, 1865 to 1898, and shall be under the jurisdiction of the Prison Commissioners, and shall be a prison for the county of London and the city of London, also for the counties of Middlesex, Surrey, Kent, Buckingham, Berkshire, Southampton, and Sussex, and for the whole of the Central Criminal Court District.

Chas. T. Ritchie,
One of His Majesty's Principal
Secretaries of State.

Home Office,
16th October, 1901.

RULE, DATED JANUARY 24, 1902, MADE BY THE SECRETARY OF STATE FOR THE HOME DEPARTMENT IN PURSUANCE OF SECTION 25 OF THE PRISON ACT, 1877, APPROPRIATING BORSTAL PRISON TO SELECTED MALE CRIMINAL PRISONERS.

In pursuance of the powers vested in me by Section 25 of the Prison Act, 1877,† I hereby make the following Rule:—

The Local Prison at Borstal, when ready for occupation, shall be appropriated for the reception and detention of such male convicted criminal prisoners as shall be selected by the Prison Commissioners for treatment under Special Rules.

Chas. T. Ritchie.

Home Office,
24th January, 1902.

* 28 & 29 Vict. c. 126; 40 & 41 Vict. c. 21; 41 & 42 Vict. c. 63; 47 & 48 Vict. c. 51; 49 & 50 Vict. c. 9; 56 & 57 Vict. c. 26; 61 & 62 Vict. c. 41.

† 47 & 48 Vict. c. 51.

‡ 40 & 41 Vict. c. 21.

(c) **Alternative Prisons.**[*Note.*—The names of discontinued prisons are printed in italics.]

RULES MADE MAY 19, 1886, BY THE SECRETARY OF STATE IN PURSUANCE OF THE PRISON ACT, 1877 (40 & 41 VICT. c. 21).

In pursuance of the powers vested in me by the above-mentioned Act I make the following Rules:—

1. I do hereby appoint that any prisoner who might if the Act had not passed have been lawfully confined in any prison specified in the first column of the subjoined table may be lawfully confined in the prison or prisons situated within the same county and specified in the second column thereof.

<i>Buckingham</i> (a)	-	<i>Aylesbury</i> (n).	Lancaster	-	Lancaster.
<i>Cambridge Borough</i> (a)	}	Cambridge.	<i>Kirkdale</i> (e)	-	<i>Kirkdale</i> .
<i>Ely</i> (a)			Liverpool	-	Liverpool.
<i>Wisbeach</i> (a)			<i>Manchester</i> (f)	-	<i>Manchester</i> .
			Preston	-	Preston.
			<i>Strangeways</i> (g)	-	<i>Strangeways</i> .
<i>Chster</i> (b)	-	} Knutsford.	<i>Leicester Borough</i> (h)	-	Leicester.
Knutsford	-				
			Lincoln (Parts of Lindsey).	}	Lincoln.
Exeter	-	} Exeter.	<i>Lincoln County</i> (a)		
<i>Plymouth</i> (c)	-		<i>Falkingham</i> (a)		
<i>Barnstaple</i> (a)	-		<i>Lincoln City</i> (a)		
<i>Tiverton</i> (a)	-		<i>Grantham</i> (a)		
<i>Devonport</i> (a)	-		<i>Stamford</i> (a)		
			<i>Spalding</i> (i)	-	
<i>Poole</i> (a)	-	Dorchester.	Holloway	-	Holloway.
<i>Ilford</i> (a)	-	Chelmsford.	<i>Westminster</i> (j)	-	<i>Millbank</i> (g).
Gloucester	-	} Gloucester.	<i>Clerkenwell</i> (h)	-	Pentonville.
<i>Bristol</i> (d)	-		<i>Cold Bath Fields</i> (l)	-	<i>Newgate</i> .
<i>Bristol Bridewell</i> (a)	-		<i>Newgate</i> (g)	-	
Bristol Common	-				
<i>Hereford City</i> (a)	-	Hereford.	<i>Norwich City</i> (a)	-	} Norwich.
			<i>Wymondham</i> (a)	-	
<i>Hertford</i> (a)	-	St. Albans.	<i>Northampton County</i> (j).	}	Northampton.
			<i>Peterborough</i> (a)	-	
Maldstone	-	} Maidstone.	<i>Berwick-on-Tweed</i> (a)	}	Newcastle.
Canterbury	-		<i>Morpeth</i> (m)	-	
<i>Dover</i> (a)	-				
<i>Sandwich</i> (a)	-				

(a) Discontinued by Order dated April 1, 1878. Parliamentary Paper, 1878 (138), LXIII., 742.

(b) Discontinued under Order dated July 2, 1892. Statutory Rules and Orders, 1892, page 475.

(c) Discontinued under Order dated August 9, 1878. Parliamentary Paper, 1878 (258) LXIII., 762.

(d) Bristol Prison discontinued under Order dated June 16, 1883. Parliamentary Paper, 1883 (52-4), LV., 767.

(e) Discontinued under Order dated November 15, 1892. Statutory Rules and Orders, 1892, page 764.

(f) Discontinued under Order dated December 20, 1887. Home Office Paper.

(g) Discontinued.

(h) Leicester North Prison discontinued under Order dated April 7, 1879. Parliamentary Paper, 1879 (236), LIX., 449.

(i) Discontinued under Order dated July 25, 1884. Home Office Paper.

(j) Discontinued under Order dated July 30, 1883. Parliamentary Paper, 1883 (52-4), LV., 769.

(k) Discontinued under Order dated October 31, 1885. Home Office Paper.

(l) Discontinued under Order dated July 15, 1886. Home Office Paper.

(m) Discontinued under Order dated October 10, 1881. Parliamentary Paper, 1882 (29), LIV., 507.

(n) Now a Convict Prison.

Alternative Prisons.

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<i>Nottingham County</i>	}	<i>Nottingham.</i>	<i>Birmingham</i> . . .	}	<i>Warwick.</i>
<i>(a).</i>			<i>Warwick</i> . . .		<i>Birmingham.</i>
<i>Southwell (b)</i> . . .			<i>Appleby (a)</i> . . .		<i>Kendal (h).</i>
<i>Oxford City (a)</i> . . .		<i>Oxford.</i>	<i>York</i> . . .	}	
<i>Taunton (c)</i> . . .		<i>Shepton</i>	<i>Northallerton</i> . . .		<i>York.</i>
<i>Bath (a)</i> . . .		<i>Mallet.</i>	<i>Wakefield</i> . . .		<i>Northallerton.</i>
<i>Winchester</i> . . .		}	<i>Leeds</i> . . .		<i>Wakefield.</i>
<i>Portsmouth (d)</i> . . .			<i>Hull</i> . . .		<i>Leeds.</i>
<i>Southampton (e)</i> . . .			<i>Beverley (a)</i> . . .		<i>Hull.</i>
<i>Bury St. Edmunds (a)</i>		<i>Ipswich.</i>	<i>Scarborough (a)</i> . . .		
<i>Newington (f)</i> . . .		<i>Wandsworth.</i>	<i>Ripon (a)</i> . . .		
<i>Petworth (g)</i> . . .		<i>Lewes.</i>	<i>Cardiff</i> . . .	}	<i>Swansea.</i>
			<i>Swansea</i> . . .		<i>Cardiff.</i>

2. I hereby appoint that any prisoner who in respect of a matter arising within such county or part of a county as is specified in the first column of the subjoined table, might, if the said Act had not passed, have been lawfully confined in the prison situated in the same county, and specified in that behalf in the second column, may be committed for trial, safe custody, or otherwise to such prison in the adjoining county as is specified in that behalf in the third column.

TABLE.

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
<i>Bedfordshire</i>	<i>Bedford</i>	<i>(St. Albans.</i> <i>Aylesbury.</i> <i>Northampton.</i> <i>Cambridge.</i>
<i>Berkshire</i>	<i>Reading</i>	<i>(Winchester.</i> <i>Portsmouth.</i> <i>Devizes.</i> <i>Gloucester.</i> <i>Bristol.</i> <i>Oxford.</i> <i>Aylesbury.</i> <i>Wandsworth (i).</i>

- (a) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (198), LXIII, 742.
 (b) Discontinued under Order dated December 10, 1879. Parliamentary Paper, 1880 (18), LIX, 545.
 (c) Discontinued.
 (d) Borough Prison discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (198), LXIII, 742.
 (e) Discontinued under Order dated August 10, 1878. Parliamentary Paper, 1878 (368), LXIII, 785.
 (f) Discontinued under Order dated August 9, 1878. Parliamentary Paper, 1878 (365), LXIII, 782.
 (g) Discontinued under Order dated February 2, 1880. Parliamentary Paper, 1880 (18-1), LIX, 467.
 (h) Discontinued under Order dated May 29, 1894 (printed in Statutory Rules and Orders, 1894), p. 250.
 (i) Brixton Prison added under Order dated October 14, 1901 (printed at p. 67, above).

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Buckinghamshire -	{ Aylesbury (a) - - - Buckingham (b) - - -	{ Reading. Oxford. Northampton. Bedford. St Albans. Millbank (c). Holloway. Pentonville. Newgate (c). Wandsworth (d).
Cambridgeshire - -	{ Cambridge - - - Cambridge Borough (b) - - Ely (b) - - - Wisbeach (b) - - -	{ St Albans. Bedford. Northampton. Lincoln. Norwich. Ipswich. Chelmsford.
Cheshire - - -	{ Chester (c) - - - Knutsford - - -	{ Shrewsbury. Lancaster. Kirkdale. Preston. Strangeways. Liverpool. Manchester. Derby. Stafford. Ruthin. York. Northallerton. Wakefield. Hull. Leeds.
Cornwall - - -	Bodmin - - -	{ Exeter. Plymouth.
Cumberland - - -	Carlisle - - -	{ Kendal. Newcastle. Durham. Lancaster. Kirkdale. Preston. Strangeways. Liverpool. Manchester.
Derbyshire - - -	Derby - - -	{ Leicester. Stafford. Knutsford. Chester. York. Northallerton. Wakefield. Hull. Leeds. Nottingham. Warwick. Birmingham.

(a) Now a Convict Prison.

(b) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (123). LXXIII. 742.

(c) Discontinued under Order dated July 8, 1893. Statutory Rules and Orders, 1893, page 475.

(d) Wormwood Scrubbs Prison added under Order dated October 1, 1890 (printed at p. 66, above); and Brixton Prison added under Order dated October 16, 1901 (printed at p. 67, above).

(e) This Prison has ceased to exist.

Alternative Prisons.

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County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Devonshire - - -	Exeter - - - - Plymouth (a) - - - - Barnstaple (b) - - - - Tiverton (b) - - - - Devonport (b) - - - -	Bodmin. Shepton Mallet. Dorchester.
Dorsetshire - - -	Dorchester - - - - Poole (b) - - - -	Exeter. Plymouth. Shepton Mallet. Devisea. Winchester. Portsmouth.
Durham - - - -	Durham - - - -	York. Northallerton. Wakefield. Leeds. Hull. Kendal. Carlisle. Newcastle.
Essex - - - -	Chelmsford - - - - Ilford (b) - - - -	Maldstone. Canterbury. Millbank. Holloway. Newgate. Pentonville. St. Albans. Cambridge. Ipswich (d).
Gloucestershire - -	Gloucester - - - - Bristol (c) - - - - Bristol Bridgeway (b) - - - - Bristol Common - - - -	Devisea. Shepton Mallet. Ux. Hereford. Worcester. Warwick. Birmingham. Reading. Oxford.
Herefordshire - -	Hereford - - - - Hereford City (b) - - - -	Gloucester. Bristol. Ux. Brecon. Shrewsbury. Worcester.
Hertfordshire - -	St. Albans - - - - Hertford (b) - - - -	Pentonville. Millbank. Holloway. Newgate. Aylesbury. Bedford. Cambridge. Chelmsford (d).

(a) Discontinued under Order dated August 9, 1878. Parliamentary Paper, 1878 (345), LXIII., 763.

(b) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (128), LXIII., 743.

(c) Bristol Prison discontinued under Order dated June 16, 1863. Parliamentary Paper, 1863 (53-4), LV., 767.

(d) Wormwood Scrubs Prison added under Order dated October 1, 1890 (printed at p. 66, above)

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Huntingdonshire - -	<i>Huntingdon</i> (a) - - -	{ Bedford. Northampton. Cambridge.
Kent - - -	{ Maidstone - - - Canterbury - - - <i>Dover</i> (b) - - - <i>Sandwich</i> (b) - - -	{ Lewes. Wandsworth. <i>Millbank</i> . Holloway. <i>Newgate</i> . Pentonville. Chelmsford (k).
Lancashire - -	{ Lancaster - - - <i>Kirkdale</i> (c) - - - Liverpool - - - <i>Manchester</i> (d) - - - Preston - - - <i>Strangeways</i> (e) - - -	{ Knutsford. <i>Chester</i> . Carlisle. <i>Kendal</i> . York. Northallerton. Wakefield. Leeds. Hull.
Leicestershire - -	{ Leicester - - - <i>Leicester Borough</i> (f) - - -	{ Northampton. Warwick. Birmingham. Derby. Nottingham. Lincoln. Stafford.
Lincolnshire - -	{ Lincoln - - - <i>Lincoln County</i> (b) - - - <i>Lincoln City</i> (b) - - - <i>Falkingham</i> (b) - - - <i>Grantham</i> - - - <i>Stamford</i> (b) - - - <i>Spalding</i> (g) - - -	{ Cambridge. Northampton. Leicester. Nottingham. York. Northallerton. Wakefield. Hull. Leeds. Norwich.
Middlesex - - -	{ Holloway - - - <i>Westminster</i> (h) - - - <i>Clerkenwell</i> (i) - - - <i>Cold Bath Fields</i> (j) - - - <i>Newgate</i> (e) - - -	{ Wandsworth. <i>Aylesbury</i> . St. Albans. Chelmsford. Maidstone. Canterbury (l).
Monmouthshire - -	<i>Usk</i> - - -	{ Cardiff. Swansea. Brecon. Hereford. Gloucester. Bristol.

(a) Discontinued under Order dated April 25, 1885. Home Office Paper.

(b) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (128), LXIII. p. 743.

(c) Discontinued under Order dated November 15, 1892. Statutory Rules and Orders, 1892, p. 764.

(d) Discontinued under Order dated December 20, 1887. Home Office Paper.

(e) This Prison has ceased to exist.

(f) Leicester North Prison discontinued under Order dated April 7, 1879. Parliamentary Paper. 1879 (386), LIX., 449.

(g) Discontinued under Order dated July 25, 1884. Home Office Paper.

(h) Discontinued under Order dated July 20, 1882. Parliamentary Paper, 1882 (58-6), LV., 789.

(i) Discontinued under Order dated October 31, 1888. Home Office Paper.

(j) Discontinued under Order dated July 15, 1886. Home Office Paper.

(k) Wormwood Scrubbs Prison added under Order dated October 1, 1890 (printed at p. 66, above).

(l) Brixton Prison added under Order dated October 11, 1901 (printed at p. 67, above).

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Norfolk - - - {	Norwich (a) . . . Norwich City (b) . . . Wymondham (b) . . .	Ipswich. Cambridge. Lincoln.
Northamptonshire - {	Northampton (c) . . . Northampton County (d) . . . Peterborough (b) . . .	Aylesbury. Oxford. Warwick. Birmingham. Leicester. Lincoln. Cambridge. Bedford.
Northumberland - - {	Newcastle Morpeth (e) Berwick-on-Tweed (b)	Durham. Carlisle.
Nottinghamshire - - {	Nottingham (f) Nottingham County (b) Southwell (g)	Leicester. Derby. York. Northallerton. Wakefield. Hull. Leeds. Lincoln.
Oxfordshire - - - {	Oxford Oxford City (b)	Reading. Gloucester. Bristol. Warwick. Birmingham. Northampton. Aylesbury. Worcester.
Rutlandshire - - - {	Oakham (h)	Northampton. Leicester. Lincoln.
Shropshire - - - {	Shrewsbury	Hereford. Ruthin. Knutsford. Chester. Stafford. Worcester.

(a) See Order dated July 30, 1887, printed in Statutory Rules and Orders, Revised (1st Edition), Vol. 5, p. 686.

(b) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (138), LXIII, 742.

(c) Northampton Lower Prison discontinued under Order dated December 10, 1879. Parliamentary Paper, 1880 (18), LIX, 565.

(d) Discontinued under Order dated October 31, 1885. Home Office Paper.

(e) Discontinued under Order dated October 10, 1881. Parliamentary Paper, 1882 (30), LIV, 507.

(f) See declaration and Order dated September 13, 1891. Statutory Rules and Orders, 1891, p. 601.

(g) Discontinued under Order dated December 10, 1879. Parliamentary Paper, 1880 (18), LIX, 565.

(h) Discontinued under Order dated August 12, 1878. Parliamentary Paper, 1878 (361), LXIII, p. 767.

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Somersetshire - - - {	Shepton Mallet - - - Taunton (a) - - - Bath (b) - - -	Dorchester. Exeter. Plymouth. Gloucester. Bristol. Devizes.
Southampton - - - {	Winchester - - - Portsmouth (c) - - - Southampton (d) - - -	Dorchester. Devizes. Reading. Wandsworth. Lewes. (h)
Staffordshire - - -	Stafford - - -	Worcester. Shrewsbury. Knutsford. Chester. Derby. Warwick. Birmingham. Leicester.
Suffolk - - - - {	Ipswich - - - Bury St. Edmunds (e) - - -	Chelmsford. Cambridge. Norwich.
Surrey - - - - {	Wandsworth - - - Newington (b) - - -	Lewes. Winchester. Portsmouth. Reading. Pentonville. Millbank. Holloway. Newgate. Canterbury. Maidstone. Aylesbury. (g) (h)
Sussex - - - - {	Lewes - - - Petworth (f) - - -	Winchester. Portsmouth. Wandsworth. Maidstone. Canterbury. (h)
Warwickshire - - - {	Warwick - - - Birmingham - - -	Oxford. Gloucester. Bristol. Worcester. Leicester. Northampton. Stafford. Derby.

(a) Discontinued.

(b) Discontinued under Order dated August 9, 1878. Parliamentary Paper, 1878 (386), LXXIII, 763.

(c) Borough Prison discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (138), LXXIII, 743.

(d) Discontinued under Order dated August 10, 1878. Parliamentary Paper, 1878 (386), LXXIII, 765.

(e) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (138), LXXIII, 743.

(f) Discontinued under Order dated February 2, 1880. Parliamentary Paper, 1880 (18-1), LXXX, 867.

(g) Wormwood Scrubs Prison added under Order dated October 1, 1880 (printed at p. 66, above).

(h) Brixton Prison added under Order dated October 16, 1901 (printed at p. 67, above).

Alternative Prisons.

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County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Westmoreland - - - {	<i>Kendal</i> (a) - - - - <i>Appleby</i> (b) - - - -	Lancaster. <i>Kirkdale</i> . Preston. <i>Strangeways</i> . Liverpool. Manchester. Carlisle. Durham. York. Northallerton. Wakefield. Hull. Leeds.
Wiltshire - - - -	Devizes - - - -	Dorchester. Shepton Mallet. Gloucester. Bristol. Reading. Winchester. Portsmouth.
Worcestershire - - -	Worcester - - - -	Gloucester. Bristol. Hereford. Shrewsbury. Stafford. Warwick. Birmingham. Oxford.
Yorkshire - - - - {	York - - - - Northallerton - - - - Wakefield - - - - Leeds - - - - Hull - - - - <i>Beverley</i> (b) - - - - <i>Scarborough</i> (b) - - - - <i>Ripon</i> (b) - - - -	Lincoln. Nottingham. Derby. Lancaster. <i>Kirkdale</i> . Preston. <i>Strangeways</i> . Liverpool. Manchester. <i>Kendal</i> . Durham. Knutsford. <i>Chester</i> .
Anglesey - - - -	<i>Beaumaris</i> (b) - - - -	Carmarvon.
Brecon - - - -	Brecon (c) - - - -	Usk. Cardiff. Swansea. Carmarthen. Hereford.
Cardiganshire - - -	<i>Cardigan</i> (b) - - - -	Brecon. Carmarthen.
Carmarthenshire - - -	Carmarthen - - - -	Brecon. Swansea. Cardiff.

(a) Discontinued under Order dated May 29, 1894. Statutory Rules and Orders, 1894, p. 240.

(b) Discontinued under Order dated April, 1878. Parliamentary Paper, 1878 (198), LXIII, 742.

(c) This Prison was discontinued under Order dated August 12, 1878. Parliamentary Paper, 1878 (391), LXIII, 767, but that Order was revoked February 21, 1880.

County or Part of County within which matter arises.	Prison in which, if Prison Act, 1877, had not passed, Prisoners might have been confined.	Prison in adjoining County to which Prisoners may be committed.
Carnarvonshire - - -	Carnarvon - - - -	Ruthin.
Denbighshire - - -	Ruthin - - - -	{ Shrewabury. Carnarvon. Knutsford. Chester.
Flintshire - - -	Mold (a) - - - -	{ Knutsford. Chester. Shrewabury. Ruthin.
Glamorganshire - - {	Cardiff - - - - Swansea - - - -	{ Carmarthen. Brecon. Usk.
Merionethshire - - -	Dolgelly (a) - - - -	{ Carnarvon. Ruthin.
Montgomeryshire - - -	Montgomery (a) - - - -	{ Ruthin. Shrewabury.
Pembrokeshire - - -	Haverfordwest (b) - - - -	Carmarthen.
Radnorshire - - -	Presteign (a) - - - -	{ Brecon. Shrewabury. Hereford.

(a) Discontinued under Order dated April 1, 1878. Parliamentary Paper, 1878 (138), LXIII, 748.

(b) Discontinued under Order dated August 12, 1878. Parliamentary Paper, 1878 (391), LXIII, 767.

3. I hereby revoke all Rules appointing alternative prisons heretofore made under the said Act; such revocation to take effect from the day on which the above Rules come into force.

Settled and approved this 19th day of May, 1886.

Hugh C. E. Childers,
One of Her Majesty's Principal
Secretaries of State.

2. Convict Prisons.

- | | |
|---|--|
| (a) <i>Discipline and Management</i> , p. 77. | (b) <i>Orders Appointing Prisons</i> , p. 118. |
|---|--|

(a) Discipline and Management.

PRISON RULES,* DATED APRIL 21ST, 1899, MADE BY THE SECRETARY OF STATE UNDER THE PRISON ACT, 1898.††

1899. No. 321.

RULES FOR CONVICT PRISONS.

PART I.

GENERAL RULES FOR THE GOVERNMENT OF PRISONS.

Buildings and Cells.

1. A cell shall not be used for the separate confinement of Cells.
a prisoner unless it is certified by a doctor or one of Her Majesty's Inspectors of Prisons to be of such a size, and to be lighted, warmed, ventilated and fitted up in such a manner as may be requisite for health, and furnished with the means of enabling the prisoner to communicate at any time with an officer of the prison.

2. In every prison an infirmary or proper place for the Infirmary.
reception of sick prisoners shall be provided.

3. The wards, cells, and yards where females are confined Locks.
shall be secured by locks different from those securing the wards, cells, and yards allotted to male prisoners.

Admission, Discharge, and Removal.

4.—(1.) Every prisoner shall be searched on admission and Searching.
at such times subsequently as may be directed, and all prohibited articles shall be taken from him.

(2.) A prisoner shall not be allowed to have in his possession any article not supplied by the prison.

(3.) The searching of a prisoner shall be conducted with due regard to decency and self-respect, and in as seemly a manner as is consistent with the necessity of discovering any concealed article.

(4.) No prisoner shall be searched in the presence of another prisoner.

* These Rules came into operation May 1, 1899. See "London Gazette," April 25, 1899, p. 2630.

† 61 & 62 Vict. c. 41.

† See also the Rules dated September 2, 1901, printed at p. 109 below.

Provision
as to female
prisoners.

5. A female prisoner shall be searched by female officers. In other respects the same course shall be pursued in reference to the admission, removal, or discharge of a female prisoner as in the case of a male prisoner.

Record of
measurements
and other
particulars.

6. The name, age, height, weight, features, particular marks, general appearance, and such other measurements and particulars as may be required in regard to a prisoner shall, upon his admission, and from time to time, be recorded in such manner as may be directed.

Photographing
of prisoners.

7. A photograph shall be taken of every prisoner on first reception into a prison, and afterwards as may be directed, but no copy of the photograph shall be given to any person unless he is officially authorised to receive it.

Medical
examination
on admission.

8. Every prisoner shall, as soon as possible after his admission, be separately examined by the medical officer, who shall record the state of health of the prisoner, and such other particulars as may be directed.

Medical
examination
on removal
and discharge.

9. Every prisoner shall be examined by the medical officer before being removed to any other prison, or being discharged from prison. No prisoner shall be removed to any other prison unless the medical officer certifies that he is fit for removal; and no prisoner labouring under any acute or dangerous illness shall be discharged from prison until, in the opinion of the medical officer, the discharge is safe, unless the prisoner requires to be discharged.

Bath.

10. Every prisoner shall take a bath on reception, unless it is otherwise directed in any particular case by the governor or medical officer.

Cutaneous
disease or
vermin.

11. If any prisoner is found to have any cutaneous disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same.

Notification
of rules to
prisoners.

12. After a prisoner is received at the prison, an abstract of the rules relating to the conduct and treatment of prisoners shall be read over to him, and proper means shall afterwards be taken by the governor for making him acquainted with the purport and effect of those rules.

Removal to
or from prison.

13. A prisoner shall be exposed to public view as little as possible while being conveyed from or to prison. In order to avoid exposure while passing through the public streets, he shall, if necessary, be conveyed in a cab or other closed vehicle.

Custody of
prisoner
outside
prison.

14. Any prisoner for whose production at any place an order is issued shall, while outside the prison, be kept in the custody of the officers directed to convey him to that place.

Application
of gratuity
on discharge.

15. Any gratuity granted to a prisoner on his discharge may be paid through a Prisoners' Aid Society, or in such manner and under such conditions as the directors may order for the purpose of preventing its being misapplied.

Food, Clothing, and Bedding.

16. No spirituous liquors of any kind shall be admitted for the use of any prisoner under any pretence whatever, except in pursuance of special rules, or of a written order of the medical officer, specifying the quantity to be admitted, and the name of the prisoner for whose use it is intended. This rule shall not apply to any stock of spirituous liquors kept in the prison for the use of the infirmary and under the control of the medical officer.

Spirituous
liquors.

17. Smoking shall not be allowed in, nor tobacco be introduced into, a prison except by the authority of the directors, or unless specially required for medical reasons, and then only under the written authority of the medical officer, a copy of which he shall enter in his journal.

Smoking.

18. Each prisoner shall be supplied with sufficient quantity of wholesome food, according to a scale or scales of diet, in framing which regard shall be had to the sex and employment of the prisoner, and other circumstances which require consideration.

Food.

19. A prisoner who has any complaint to make regarding the diet furnished to him, or who wishes his diet to be weighed or measured for the purpose of ascertaining whether he is supplied with the proper quantity, must make his request as soon as possible after the diet is handed to him, and it will be weighed or measured in his presence, and in that of the officer deputed for that purpose. Repeated complaints of a groundless nature made by any prisoner under colour of this rule, with the evident purpose of giving annoyance or trouble, shall be treated as a breach of prison discipline, and the offender will be liable to punishment accordingly.

Complaints
as to diet.

20.*

21. The governor shall consult the medical officer respecting the quality of the provisions furnished to the prisoners.

Quality of
provisions.

22. A prisoner shall not be allowed any wine, beer or other fermented liquor, unless he is under treatment in the infirmary, and then only under a written order from the medical officer, which shall specify the quantity, and the name of the prisoner for whose use it is intended.

Spirituous
liquors.

23. Every prisoner shall be provided with a complete prison dress, sufficient for warmth, and shall be required to wear it.

Prison dress.

24. Any clothing belonging to a prisoner which may be received into a prison to be disposed of, and on his discharge he shall be supplied with suitable clothing.

Private
clothing.

* Rule 20 was annulled and new provision made by the Rules of September 2, 1901, printed at p. 109 below.

Occupation
of separate
cell.

25. Each prisoner shall usually occupy a cell by himself by day and by night (except as otherwise directed). If, for medical reasons, or other special circumstances, it is necessary that prisoners be associated, not fewer than three prisoners may be located in one room, in which each shall be supplied with a separate bed.

Clothing and
bedding.

26. Every prisoner shall be supplied with sufficient bedding as may be directed, and such additional clothing and bedding may be issued during severe weather, or, in special cases, as the medical officer may deem requisite.

Mattress.

27. A male prisoner may not be required to sleep without a mattress except as a punishment.

Cleanliness.

Cleanliness.

28.—(1.) A prisoner shall be required to keep himself clean and decent in his person, and to conform to such regulations as may be laid down for that purpose.

(2.) Every prisoner shall obey such regulations as regards washing, bathing, and hair-cutting, as may be from time to time prescribed with a view to the maintenance of health and cleanliness.

(3.) A prisoner shall not be stripped or bathed in the presence of any other prisoner.

(4.) Each prisoner shall keep his cell, utensils, books, and other articles issued for his use, and his clothing and bedding, clean and neatly arranged, and shall clean and sweep the yards, passages, and other parts of the prison as may be directed.

Classification and Remission.

Classification
of prisoners.

29. There shall be a classification of prisoners as follows:—

- (a) Star class. To consist of prisoners who have never been previously convicted, or who are not habitually criminal or of corrupt habits. Prisoners in this class shall at all times throughout their sentence be kept apart from all other classes of prisoners, but shall be removed to the ordinary class if found to exercise a pernicious influence over other prisoners.
- (b) Ordinary class. To consist of prisoners who have been previously convicted of serious crime or are proved to be habitually criminal or are known to be of corrupt habits. Prisoners in this class shall, as far as may be practicable, be located and be associated for labour with due regard to age and criminality.
- (c) Intermediate class. To consist of prisoners within 12 months of release, viz.:—

- (1.) Prisoners who by good conduct and industry have attained to the highest stage under the progressive stage system.

- (2.) Other prisoners who may not be eligible for that stage, but whose age and antecedents and whose conduct in prison justify the hope that they may be helped on release to lead an honest life.

30. A prisoner in the intermediate class will, wherever possible, be employed at the trade of which he has some knowledge and which he declares it to be his wish and intention to follow on release. He will be given special technical instruction in such trade and be encouraged to make himself proficient and thus to give himself the chance of employment at it on release. Intermediate Class.

31.—(1.) Every male prisoner shall pass the first six months of his sentence in separate confinement, unless, in the opinion of the medical officer, his mental or physical condition is such as to render it advisable that he should be employed at associated labour. Separate confinement

(2.) He shall also, if eligible, receive school instruction daily, and shall be frequently visited by the governor, chaplain, and medical officer.

(3.) Subject to the above conditions, every female prisoner shall pass the first four months of her sentence in separate confinement.

32.—(1.) A system of progressive stages shall be established with specific privileges attached to each stage, and every prisoner shall have the opportunity of profiting by this system. Progressive stages.

(2.) A prisoner while in any stage shall be entitled to every privilege attached to that stage, unless he forfeits any privilege as provided by this rule.

(3.) The promotion of a prisoner from one stage to another shall be gained by industry, but it may be postponed for idleness or misconduct, or he may be removed to a lower stage, or he may forfeit any of the privileges of his stage.

33. By hard labour and industry with good conduct a male prisoner may render himself eligible for a licence when one-fourth of his sentence has yet to run. In like manner a female prisoner may render herself eligible for a licence when one-third of her sentence has yet to run. The case of a prisoner under sentence of penal servitude for life will be specially considered at the end of twenty years. Remission.

34. A female prisoner may be allowed, on such conditions as may be laid down, to pass the last nine months of her imprisonment in an approved refuge. Refuge.

35.—(1.) A daily record of the industry of every prisoner shall be kept in marks, the award of which shall be carefully supervised by the governor and deputy governor, and every Record of industry.

prisoner shall be required to earn, as a condition of becoming eligible for a licence as above mentioned, the number of marks assigned to his sentence, and, in addition, any marks he may have forfeited for misconduct.

(2.) Every prisoner shall also be required to earn, as a condition of obtaining promotion to a higher stage, the number of marks assigned to his existing stage, and, in addition, any marks forfeited for stage.

(3.) Marks for remission of sentence, not earned by industry, in consequence of physical or mental weakness, or illness, shall be granted in every case where it is certified by the medical officer that the illness was actual, and not feigned, or was not the result of misconduct.

Employment.

Restrictions on employment of prisoners.

36. A prisoner may be employed in the service of the prison, but shall not be employed in the discipline thereof, or in the service of any officer or servant thereof, or in the service or education of any other prisoner.

Hours of work.

37. Every prisoner, whether in separate confinement or on public works, shall, unless prevented by sickness, be employed every day in such work as the governor may appoint. The hours of work in each day shall not exceed ten, exclusive of the time allowed for meals.

Certificate as to fitness for labour.

38.—(1.) No prisoner shall be required to perform any labour of any description unless certified by the medical officer to be fit for such labour.

Employment of aged and weak prisoners.

(2.) An aged prisoner in weak health, or any prisoner suffering from physical or mental infirmity shall be employed on such work only and in such way as the medical officer may direct.

Employment on Sunday, &c.

39.—(1.) On Sunday, Christmas Day, Good Friday, and General Fast or Thanksgiving Days, the employment of a prisoner shall be confined to what is strictly necessary for the service of the prison.

(2.) A prisoner who is a Jew shall not be compelled to labour on his Sabbath or on such days of Festival as may be prescribed.

Health.

Exercise.

40. A prisoner, when employed in cellular or indoor work, shall, when practicable, be permitted to take exercise daily in the open air for an hour, or for any longer period which the medical officer may deem necessary for his health, having regard to the nature of the work and the state of health of any particular prisoner.

Religious Instruction.

41. Notice of the nomination of a chaplain to a prison shall, within one month after it has taken place, be transmitted to the bishop of the diocese in which the prison is situate; and no chaplain shall officiate in any prison until he has obtained a licence for that purpose from the bishop, nor for any longer time than while the licence continues in force.

Notice and licence from Bishop in case of appointment as Chaplain.

42.—(1.) A form of service selected from the Liturgy of the Established Church, shall be read daily by the chaplain or, in his absence, by the governor or such other person as may be approved by the directors, and at such times as may be fixed by the directors.

Prayers and religious services.

(2.) The chaplain shall read prayers and preach a sermon in the chapel or other appointed place both morning and evening, on every Sunday in the year, and also on every Christmas Day and Good Friday, and on every day appointed for a General Fast or Thanksgiving, at such hours as may be prescribed.

(3.) The chaplain shall administer the Holy Sacrament of the Lord's Supper on suitable occasions to such prisoners as shall be desirous and as he may deem to be in a proper frame of mind to receive the same.

(4.) Prisoners shall attend prayers or religious services whenever performed, unless allowed by the governor to be absent for sufficient reason, or unless their attendance is dispensed with by the board of visitors or the directors. This rule shall not apply to any prisoner who is attended or visited by a minister of a church or persuasion differing from the Established Church. And no prisoner shall be compelled to attend any religious service held or performed or any religious instruction given, by the chaplain, minister, or religious instructor of a church or persuasion to which the prisoner does not belong.

43. The chaplain shall at once communicate to the governor and if necessary to the directors any abuse or impropriety in the prison which may come to his knowledge.

Duty to communicate abuses.

44. The chaplain shall keep a journal of occurrences of importance connected with his duties, and shall enter therein such matters, and keep such other records and make such reports, as may be ordered.

Duty to keep journal.

45. The chaplain shall, as soon as possible after the 31st March in each year, send to the directors a report with reference to the year ended on that day on the religious and moral condition of the prisoners, the result of the instruction given in the schools, and such other matters belonging to his department as he may be desired to report on. He shall report periodically, and from time to time, for the information of the directors, on such points connected with his department

Annual and periodical reports.

as he may think it desirable to bring before them, or as they direct. He may at any time offer any suggestions for improvements or for the advantage of the service, and need not reserve it for his annual report.

Daily attendance at prison.

46. The chaplain shall attend the prison daily, recording in his journal the times of his arrival and departure, as well as of his presence in the chapel, and the duties he performed.

Duties of chaplain as to prisoners.

47.—(1.) The chaplain shall see and admonish the prisoners on admission and discharge. It shall also be his duty to see each prisoner individually from time to time during the period of his sentence, and he shall use his best endeavours to promote the reformation of the prisoners under his spiritual charge.

(2.) The chaplain shall read prayers to the sick in the infirmary daily, and shall daily visit any prisoner under punishment.

(3.) The chaplain is expected to allot a considerable portion of his time to visiting, admonishing, and instructing the prisoners, and shall attend at all reasonable times any prisoners who may require spiritual advice and assistance.

(4.) This rule does not apply to prisoners who are visited by a prison minister.

Burial service.

48.—(1.) The chaplain or the assistant chaplain shall read the burial service at the funeral of any prisoner of the Established Church who may die in the prison in case provision for the reading of such service is not otherwise made.

As to employment on discharge.

49. The chaplain shall, in conjunction with the governor, use his best endeavours to provide for the employment of prisoners on discharge.

Substitute.

50. In case of absence from the prison on leave, the chaplain shall name a substitute, to be approved by a director. He may, subject to the approval of a director, accept the occasional assistance of a clergyman in the discharge of any part of his duties in the chapel, inserting the name of that clergyman in his journal.

Duty to conform to rules.

51. The chaplain shall conform to the rules and regulations of the prison, and shall not interfere with the working of them as regards the safe custody, discipline, and labour of the prisoners, but shall support the governor in the maintenance thereof.

Assistant chaplain.

52. The assistant chaplain shall act under the orders of the chaplain, and shall be competent to perform any duty required to be performed by the chaplain, and when either the chaplain or assistant chaplain is absent from the prison, the other shall perform his duties. Subject as aforesaid, the rules as to the chaplain shall apply also to the assistant chaplain.

53. If any prisoner, who is of a religious persuasion different from that of the Established Church, specially so requests, the governor shall permit a minister of that persuasion to visit him at proper and reasonable times, under regulations approved by the directors. The governor shall cause such prisoners to be made acquainted with this privilege on their admission.

Visits by ministers of particular denominations.

54. A prisoner will not be allowed to change his religion except in any special case in which a member of the board of visitors or a director is satisfied after due inquiry that the change is proposed from conscientious motives, and is not sought from any idle whim or caprice, or from a desire to escape from any prison regulations.

Change of religion.

55. A prison minister, that is to say, a minister of any denomination other than the Established Church, appointed to attend any prison, may, when absent on leave or from any unavoidable cause, appoint a substitute with the consent of a director.

Power for prison minister to appoint substitute.

56. A prison minister shall be made acquainted with the names of all prisoners of his persuasion, and with such other particulars respecting them as are necessary for the performance of his duties.

Information to be given to prison minister.

57. Convenient hours shall be appropriated by the governor during which the prison minister shall have access to prisoners of his persuasion for the purpose of affording to them religious instruction, but he shall not hold communication with any prisoners other than those of his own persuasion.

Access by prison minister to prisoners.

58. A prison minister shall perform divine service at such times as may be appointed, if it appears to the directors that there is a substantial number of prisoners to attend and the circumstances of the prison admit of the necessary arrangements for the purpose being made.

Performance of divine service.

59.—(1.) A prison minister shall, so far as practicable, see and admonish every prisoner of his persuasion, both on admission and on discharge.

Duties of prison minister as to prisoners.

(2.) A prison minister shall visit the sick prisoners of his persuasion, and those who are under punishment or under special discipline, as the exigencies of each case may require.

60. A prison minister shall have access to the catalogue of books to be issued to prisoners, and no book to which he makes objection shall be issued to any prisoner of his persuasion.

Powers as to books.

61. A prison minister shall himself conform to the rules of the prison, and shall not interfere with the working of them, as regards the security, discipline, and labour of the prisoners, but shall support the governor in the maintenance of discipline and order.

Conformity to rules.

Rules as to
books and
printed
papers.

62. No books or printed papers shall be admitted into any prison for circulation among the prisoners unless approved by the directors; and no books or printed papers intended for the religious instruction of prisoners belonging to the Established Church shall be admitted without the concurrence of the chaplain; provided that if there is a difference of opinion between the chaplain and the directors with respect to books or printed papers proposed to be admitted for the religious instruction of a prisoner belonging to the Established Church, a reference may be made by the directors to the bishop of the diocese, whose decision on this class of books or printed papers shall be final. Subject to the permission of the directors as aforesaid, all books or printed papers admitted into any prison for the religious instruction of prisoners belonging to any other persuasion, and who are visited by a minister of that persuasion, shall be approved by that minister. The governor shall keep a catalogue of all books and printed papers admitted into the prison.

Supply of
Bible and
Prayer Book.

63. Each prisoner shall be furnished with a Bible and Prayer Book, such as is approved for the denomination to which he belongs.

Instruction.

Provision for
instruction.

64. Provision shall be made in every prison for the instruction of prisoners in reading, writing, and arithmetic, during such hours and to such extent as may be appointed. It will be the duty of the chaplain to give daily his personal superintendence to that instruction.

Library books
and books of
instruction.

65.—(1.) A library shall be provided in each prison consisting of books sanctioned by the directors, and no books other than those supplied to the prison library shall be permitted for the use of prisoners, except in pursuance of special authority.

(2.) A prisoner during the first month of his sentence shall be allowed books of instruction in addition to the usual religious books.

(3.) A prisoner, after the first month of his sentence, shall, in addition to the usual books of instruction, secular and religious, be allowed library books, and the frequent exchange of such books shall be allowed according to his conduct and industry.

Penalties for
failure to
profit by
instruction.

66. Prisoners who do not do their best to profit by the instruction afforded them may be deprived of any privileges, in the same way as if they had been idle or negligent at labour.

Visits and Communications.

General pro-
visions as to
visits and
letters.

67.—(1.) Communications between prisoners and their friends by visits and letters will be allowed in accordance with the following rules, subject to restrictions imposed for the maintenance of discipline and order in the prison.

(2.) A prisoner will not be allowed to communicate with his friends when not entitled to do so by the rules, except by special permission ; but, under urgent or pressing circumstances not admitting of delay, the governor may grant permission, which he shall record in his journal.

(3.) A prisoner, on conviction, shall be allowed to communicate with his friends by letter, and receive a visit, and after four months of the term of his sentence have expired, shall, provided his conduct and industry have been satisfactory, be allowed to communicate with his relatives and respectable friends by letter, and to be visited by them in the prison, and this privilege shall be gradually increased according to his conduct and industry until the interval shall be reduced to one month. On reception into a convict prison, he shall be allowed to write a letter and receive a reply. Not more than three persons shall be admitted to visit a prisoner at one time. No other person shall be allowed to communicate with a prisoner except by special authority. These privileges may be forfeited at any time for idleness or misconduct or breach of the regulations of the prison.

(4.) The governor may allow any prisoner who is entitled to a visit to write a letter and receive a reply in lieu of such visit should his friends be unable to visit him ; and also to allow any prisoner to write a special letter and to receive a reply under any of the following circumstances :—

(a) The death of a near relative.

(b) To give instructions as to his business or family affairs of an urgent nature.

(c) To make arrangements for obtaining employment or assistance from friends on release.

(5.) The governor may at any time communicate to a prisoner or to his friends any matter of importance to such prisoner in case he should not be entitled to write or receive a letter.

(6.) A barrister or solicitor conducting any legal proceedings, civil or criminal, in which a convict is a party, or bonâ fide acting as legal adviser to the convict in any legal business, will be allowed to see the convict with reference to such business in the sight, but not in the hearing, of an officer.

(7.) Male prisoners shall be visited in the presence of a male officer ; female prisoners in the presence of a female officer.

(8.) No person shall be allowed to visit a prisoner on a Sunday, except in cases of emergency.

68.—(1.) The governor may demand the name and address of any visitor to a prisoner ; and, when he has any ground for suspicion, may search or cause to be searched male visitors, and may direct a female officer to search female visitors, the search not to be in the presence of any prisoner or of another

Powers of governor as to visitors.

visitor; and, in case of any visitor refusing to be searched, the governor may deny him or her admission. The governor shall enter in his journal the grounds of any such proceeding, with the particulars thereof.

(2.) If there are reasonable grounds for suspecting that any person who comes to the prison for the purpose of seeing a prisoner brings in or takes out any articles for an improper purpose, or contrary to the prison rules, or that his conduct may tend to subvert the discipline or good order necessary to be maintained in the prison, the governor may suspend his visit, and remove him from the prison, duly recording the fact in his journal and reporting it to the directors.

Prisoners' letters.

69. Every letter to or from a prisoner shall be read by the governor or deputy governor; and if the contents are objectionable it shall not be forwarded, or the objectionable part shall be erased according to discretion.

Intercourse between prisoners.

70. The governor shall, subject to the provisions of these rules, prevent all intercourse or communication between the prisoners, so far as the conduct of the business of the prison or the labour of the prisoners will permit, and shall take care that all intercourse or communication between them shall be conducted in such manner only as he may direct: But the privilege of talking may be given after a certain period as a reward for good conduct on certain days, for a limited time, and under reasonable supervision, to such long-sentenced prisoners as have conducted themselves well, and who desire the privilege and are not deemed unsuitable for it.

Offences and Punishments.

Persons authorised to award punishments.

71. No punishment or privation of any kind shall be awarded to a prisoner by any officer of the prison except the governor, or in his absence the officer appointed to act for him.

Offences against prison discipline.

72. A prisoner shall be guilty of an offence against prison discipline if he—

- (1.) Disobeys any order of the governor or of any other officer, or any prison rule,
- (2.) Treats with disrespect any officer or servant of the prison, or any visitor, or any person employed in connection with the prison or works.
- (3.) Is idle, careless, or negligent at work, or refuses to work.
- (4.) Is absent without leave from divine service or prayers, or school instruction.
- (5.) Behaves irreverently at divine service or prayers.
- (6.) Swears, curses, or uses any abusive, insolent, threatening, or other improper language.

- (7.) Is indecent in language, act, or gesture.
- (8.) Commits a common assault upon another prisoner.
- (9.) Converses or holds intercourse with another prisoner without authority.
- (10.) Sings, whistles, or makes any unnecessary noise, or gives any unnecessary trouble.
- (11.) Leaves his cell or other appointed location, or his place of work, without permission.
- (12.) In any way disfigures or damages any part of the prison, or any article to which he may have access.
- (13.) Commits any nuisance.
- (14.) Has in his cell or possession any article he is not allowed to have.
- (15.) Gives to or receives from any prisoner any article whatever without leave.
- (16.) In any other way offends against good order and discipline.
- (17.) Attempts to do any of the foregoing things.

73. The governor may examine any person touching any alleged offence against prison discipline, and determine thereupon, and punish the offence.

Powers of governor as to offences against prison discipline.

74.* For any offence with which the governor is competent to deal, he may order a prisoner to be punished by—

Punishment which may be imposed by governor.

- (a) Close confinement for any period not exceeding three days.
- (b) No. 1 diet for ill-conducted and idle prisoners for a period not exceeding three days.
- (c)
- (d)
- (e) Reduction from a higher stage to a lower stage, or postponement of promotion to a higher stage for a period not exceeding three months.
- (f) Deprivation of mattress for any period not exceeding three days for idleness for refusing to work.
- (g) Forfeiture of remission of sentence for a period not exceeding 14 days.

75. If any prisoner is charged with any serious or repeated offence for which the punishment the governor is authorised to inflict is deemed insufficient, or is charged with any offences with the aggravations mentioned in this rule, the governor shall without loss of time, report the same to a director, who is empowered after inquiry into the same on oath, to determine

Powers of director as to offences against prison discipline.

* Rule 74 (c) (d) was annulled and fresh provision made by the Rules of September 2, 1901, printed at 109 below.

concerning any matter so reported to him, and to order the offender to be punished. The offences referred to above are :—

- (1.) Personal violence to a fellow prisoner.
- (2.) Grossly offensive or abusive language to any officer or servant of the prison.
- (3.) Wilfully or wantonly breaking the prison windows, or otherwise destroying the prison property.
- (4.) When under punishment, wilfully making a disturbance tending to interrupt the order and discipline of the prison.
- (5.) Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.
- (6.) Escaping or attempting to escape from prison.

Punishments
which may be
imposed by
director.

76.* A director may order a prisoner to be punished by—

- (a) Close confinement for a period not exceeding 28 days.
- (b) No. 1 diet for ill-conducted and idle prisoners for a period not exceeding 15 days, with intervals as laid down in the rules for dietaries.
- (c) No. 2 diet for ill-conducted and idle prisoners for a period not exceeding 42 days, with intervals as laid down in the rules for dietaries.
- (d)
- (e) Separate confinement for any term not exceeding six months.
- (f) Forfeiture of the privilege of remission of sentence or of the privileges of any stage.

Powers of
Board of
Visitors as to
prison
offences.

77. If any prisoner is charged with any of the following offences the governor shall, without loss of time, report the same to the directors, who will specially summon and cause not less than three members of the board of visitors to assemble and inquire into the charges, as provided by Section 5 of the Prison Act, 1898 :—

- (1.) Mutiny or incitement to mutiny.
- (2.) Gross personal violence to any officer or servant of the prison.

Powers of
Board of
Visitors as to
punishments,
Corporal
punishment.

78.—(1.) The board of visitors, or one of them, shall for the purpose of punishment, have all the powers of a director.

(2.) The board of visitors shall also have power to award corporal punishment, as provided by Section 5 of the Prison Act, 1898.

(3.) Whenever an order for corporal punishment is made, the authorities by whom the order is made shall forthwith

* Rule 76 (d) was annulled and fresh provision made by the Rules of September 2, 1901, printed at p. 109 below.

furnish to the directors, for transmission to the Secretary of State, a copy of the notes of evidence, and a report of the sentence and of the grounds on which it was passed; and such order shall not be carried into effect until it has been confirmed by the Secretary of State.

79. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him and of making his defence. Opportunities for defence.

80. The governor shall enter in the Report and Punishment Sheet a statement of the nature of any offence punished by him or the board of visitors, with the addition of the name of the offender, the date of the offence, and the punishment inflicted, and the record shall be submitted to the directors for review at the end of every week. Record of punishments.

81. Dietary punishment shall not be inflicted on any prisoner, nor shall he be placed in separate or close confinement, nor shall corporal punishment be inflicted, unless the medical officer has certified that the prisoner is in a fit condition of health to undergo the punishment. Medical certificates.

82. All corporal punishments within the prison shall be attended by the governor and the medical officer. The medical officer shall give such orders for preventing injury to health as he may deem necessary, and it shall be the duty of the governor to carry them into effect, and the governor shall enter in the Punishment Book the hour at which the punishment is inflicted, the number of lashes or strokes ordered, and any orders which he or the medical officer may have given on the occasion. Duties of governor and medical officer as to punishments.

83. Corporal punishment, in the case of a prisoner over 18 years of age, shall be inflicted either with a cat-o'-nine-tails or with a birch rod, and in the case of a prisoner under 18 years of age, with a birch rod. The instrument in either case shall be of a pattern approved by the Secretary of State. Rules as to corporal punishment.

84. The number of lashes or strokes inflicted on a prisoner over 18 years of age shall not exceed 36, or on a prisoner under 18 years of age, 18. Number of lashes.

85. The order for corporal punishment shall be duly entered in the prescribed manner, and the number of lashes or strokes, and the instrument with which they are to be inflicted, shall in all cases be stated in the order. Entry of order.

86.—(1.) Any prisoner who assaults or attempts to assault any person, or who escapes or attempts to escape, may, by order in writing of a director, be made to wear a distinctive dress, and be restrained in leg chains or cross irons for any period not exceeding six months. Use of irons and other means of restraint.

(2.) For violence or insubordination, a prisoner may, if necessary, be restrained by the governor, in hand-cuffs, for

not more than twenty-four hours, or, in the case of an invalid prisoner, with the concurrence of the medical officer, by the body belt; and the use of these restraints shall be recorded by the governor in his journal.

(3.) Irons or other means of restraint shall not be used except of such patterns and in such manner as may be approved by the Secretary of State.

Prison Officers.

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|---------------------------------------|---|
| Tenure of office. | 87. Every officer of a prison shall hold his office during the pleasure of the Secretary of State. |
| Dealings with prisoners. | 88. An officer shall not have any pecuniary or other dealing whatsoever with or on behalf of any prisoner, or employ any prisoner on his private account. |
| Duties as to employment of prisoners. | 89. An officer shall not allow any prisoner under his charge to be employed, directly or indirectly, for the private benefit or advantage of any person, or in any way not in conformity to the prison rules. |
| Prohibition of sale to prisoners. | 90. An officer of a prison shall not sell or let, nor allow to be sold or let, nor be interested in the selling or letting of, any article to any prisoner. |
| Contracts. | 91. An officer shall not directly or indirectly have any interest in any contract for the supply of the prison; nor shall he receive, directly or indirectly, under any pretence whatsoever, any fee or gratuity or present from any contractor, or person tendering any contract with the establishment, or from any person whatever in relation to anything connected with the service of any prison. |
| Gratuities. | 92. No officer of a prison shall at any time receive any money, fee, or gratuity of any kind for the admission of any visitors to the prison or to prisoners, or from or on behalf of any prisoner, on any pretext whatever. |
| Provisions as to female prisoners. | 93. Female prisoners shall in all cases be attended by female officers. A male officer shall not enter a prison or division of a prison appropriated to female prisoners except on duty, nor unless accompanied by a female officer. |
| Obligation to obey directions. | 94. All officers of the prison shall obey the directions of the governor, subject to the prison rules, and all subordinate officers shall perform such duties as may be directed by the governor, with the sanction of the directors, and the duties of each subordinate officer shall be inserted in a book to be kept by him. |
| Duties as to custody of prisoners. | 95. An officer shall not be absent from the prison without leave from the governor. He shall use the utmost vigilance to insure the safe custody of the prisoners, and shall not take any key of the prison outside the gate. |

96.—(1.) A subordinate officer shall not receive any visitors within the prison without permission of the governor. Subordinate officers.

(2.) A subordinate officer shall frequently examine the state of the cells, bedding, locks, bolts, &c., and shall seize all prohibited articles, and deliver them to the governor forthwith.

97.—(1.) Every officer shall occupy such quarters as may be assigned to him. Officers' quarters.

(2.) If an officer is discharged or dismissed, or resigns, he shall immediately give up the quarters he has occupied. Any officer who occupies quarters shall at any time vacate them if required to do so. On the death of an officer his family shall give up his quarters when required to do so.

(3.) An officer occupying government quarters shall not keep a shop or a school or let lodgings therein, nor shall any subordinate officer permit any person not being a regular member of his family to remain for the night in his quarters without the permission of the governor, which permission the governor shall record in his journal.

98. The officer acting as gatekeeper shall examine all articles carried into or out of the prison, and may stop any person suspected of bringing in spirits or other prohibited articles into the prison, or of carrying out any property belonging to the prison, giving immediate notice thereof to the governor. Gatekeeper.

99. It is the duty of all officers to treat prisoners with kindness and humanity, to listen patiently to and report their complaints or grievances, at the same time being firm in maintaining order and discipline, and enforcing complete observance of the rules and regulations of the prison. The great object of reclaiming the criminal should always be kept in view by all officers, and they should strive to acquire a moral influence over the prisoners, by performing their duties conscientiously, but without harshness. They should especially try to raise the prisoners' minds to a proper feeling of moral obligation, by the example of their own uniform regard to truth and integrity, even in the smallest matters. General duties of officers.

100. An officer shall, without delay, inform the governor of any prisoner who desires to see him, or to make any complaint or to prefer any request to him or to any superior authority. Duty to give information to governor.

101. It is the duty of every officer to direct the attention of the governor to any prisoner who appears to be out of health, although he does not complain, or whose state of mind appears to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case. Duties as to prisoners out of health.

102.—(1.) Officers shall at all times carefully watch the prisoners in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost Duties as to supervision.

alacrity and vigilance to promote industry, and to maintain order and silence among them and to prevent the escape of any prisoner.

(2.) Officers shall carefully observe the character, habits, and industry of the prisoners under their charge, and shall carefully and impartially keep such records as may be ordered, and shall afford at all times to their superiors unrestrained information on such subjects.

Rules as to striking prisoners or using force or inflicting punishment.

103.—(1.) An officer shall not strike a prisoner, unless compelled to do so in self-defence.

(2.) In any case in which the application of force to a prisoner is needful, no more force than is necessary shall be used.

(3.) An officer shall not inflict any punishment or privation of any kind upon any prisoner unless ordered by the governor.

Duties as to reporting misconduct.

104. An officer shall not fail on any pretence whatever, through favour or mistaken notions of kindness, to make an immediate report to the governor or other his superior officer, of any misconduct or wilful disobedience of orders.

Familiarity with prisoners or intercourse with their friends forbidden.

105.—(1.) An officer shall not allow any familiarity on the part of a prisoner towards himself or any other officer or servant of the prison, nor shall he on any account speak of his duties, or of any matters of discipline or prison arrangements, within the hearing of a prisoner.

(2.) An officer shall not speak to a prisoner unnecessarily, nor shall he, by word, gesture, or demeanour, do anything which may tend to irritate any prisoner.

(3.) An officer shall not correspond with or hold any intercourse with the friends or relatives of any prisoner, unless expressly authorised by the governor.

Communications as to prisoners or prison matters forbidden.

106.—(1.) An officer shall not make any unauthorised communication concerning the prison or prisoners to any person whatever, and shall not, without authority, communicate to the public press information derived from official sources or connected with his duties or the prison, and any such communication by an officer without authority will be regarded as a breach of confidence and will render him liable to dismissal.

(2.) An officer shall not publish a book on matters relating to the prison department without the sanction of the Secretary of State.

Duties as to rules and orders.

107. An officer will be held responsible for being fully acquainted with the rules and orders relating to his duties. He shall strictly conform to and obey the orders of the governor in every respect, and shall assist him in maintaining order and discipline among the prisoners.

108. Every officer shall treat members of the board of visitors with the greatest courtesy and respect, and shall at all times treat his superiors with respect. He shall be respectful to the authorities of other departments of government, and shall afford all proper assistance to those with whom his duty calls on him to co-operate; taking care, in so doing, not to lose sight of the rules and regulations of the prison, or of the special orders he may receive from the prison authorities.

Duties to superiors.

109. An officer desiring to appeal against any decision which affects him, or wishing to bring any matter before superior authority, shall without unnecessary delay state his complaint to the governor for the consideration of the directors.

Appeal against decision.

110. An officer who is suspended from duty for misconduct shall immediately give up his keys and quit the prison, but shall afterwards attend daily at the prison at such hour as the governor may appoint until otherwise directed.

Duty when under suspension.

111. An officer shall not use tobacco or spirituous or fermented liquors within the prison walls, except under such restrictions as to time and place as may be laid down by the governor, and approved by a director.

Tobacco and spirituous liquors.

112. If an officer, contrary to orders, brings in or carries out, or endeavours to bring in or carry out, or knowingly allows to be brought in or carried out, to or for any prisoner, any money, clothing, provisions, tobacco, letters, papers, or other articles whatsoever, he shall be forthwith suspended from his office by the governor of the prison, who shall report the offence to the directors.

Prohibited articles.

113. An officer may, if the terms of the contract permit it, purchase from any contractor provisions for the use of himself and his family at the contract rates.

Purchases from contractors.

Governor.

114. The governor shall reside in the house assigned to him.

Residence.

115. The governor shall strictly conform to the law relating to prisons and to the prison rules, and shall be responsible for the due observance of them by others. He shall observe the conduct of the prison officers, and enforce on each of them the due execution of his duties, and shall not permit any subordinate officer to be employed in any private capacity, either for any other officer of the prison or for any prisoner.

Duty to conform to law, rules, &c. and to supervise officers.

116. The governor, in case of misconduct, may suspend any subordinate officer, and shall report the particulars without delay to the directors.

Power to suspend officers.

Duties as to inspecting prison and prisoners.

117.—(1.) The governor shall visit and inspect daily the wards, cells, yards, and divisions of the prison; also the bake-house, kitchen, and workshops, and every cell or other place in which any prisoner is undergoing punishment or special discipline, or charged with any offence, and as far as practicable shall see every prisoner once at least in every twenty-four hours. It shall be his duty to visit daily all prisoners while employed on public works, and see that they are industrious, and that all orders respecting the application of labour are duly enforced: and in default of such daily visits and inspections, he shall state in his journal how far he has omitted them, and the cause thereof.

(2.) When visiting the prison in which female prisoners are kept he shall be attended by a female officer.

Duties as to precautions to prevent escape.

118. The governor shall take every precaution to prevent the escape of prisoners, and shall take care that all officers are well instructed as to their duties and responsibilities in this respect, and vigilant in fulfilling them.

Duties as to requiring reports.

119. The governor shall require reports to be made to him accounting for all prisoners in his custody night and morning at the closing and opening of the prison respectively, at such hours as they go to and return from labour, and at such other times as may be necessary.

Duties as to locking up of gates and custody of keys.

120. The governor shall assure himself that all gates are locked at the proper times, and that all keys of the prison are kept in the authorised place or in the possession of the authorised officers, and he shall not allow any key of the prison to be taken outside the gate.

Duties as to night visits.

121. The governor and the deputy governor shall, each at least once during the week, go through every part of the prison at an uncertain hour of night; which visits, with the hour and state of the prison at the time, the governor shall record in his journal.

Omission of any duty to be recorded in journal.

122. If the governor omits to perform any duty or routine prescribed he shall record such omission in his journal with the cause thereof.

Duties as to making prisoners acquainted with rules.

123.—(1.) The governor shall cause an abstract, approved by the Secretary of State, of the regulations relating to the treatment and conduct of prisoners, with a copy of the prison dietaries (printed in legible characters) to be posted in each cell, and shall read them or cause them to be read to every prisoner who cannot read within twenty-four hours after his admission.

(2.) The governor shall take an early opportunity of seeing all prisoners after their admission, and satisfy himself that

they understand the rules and regulations to which they are required to conform, the privileges they may gain by industry and good conduct, and the consequences of idleness and misconduct.

124.—(1.) The governor shall without delay call the attention of the medical officer to any prisoner whose state of mind or body appears to require attention, and shall carry into effect the written directions of the medical officer respecting alterations of the discipline or treatment of any such prisoner.

Duty to call attention of medical officer to prisoners requiring his attention.

(2.) The governor shall notify to the medical officer without delay the illness of any officer or prisoner, and shall furnish to him daily a list of the prisoners reported sick in the prison.

125. The governor shall daily provide for the chaplain and the medical officer a list of prisoners under punishment.

Duty to provide chaplain and medical officer with list of prisoners under punishment.

126. The governor shall visit the infirmary daily, and see all prisoners therein, and shall take care that proper arrangements are made for the safe custody of the sick prisoners, and that discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support the medical officer in the performance of his duties.

Duty to visit infirmary daily.

127. Upon the death of a prisoner the governor shall give immediate notice thereof to the coroner having jurisdiction, also to the board of visitors, the directors, and the nearest relative of the deceased, where practicable.

Duty as to notices of death of prisoner.

128.—(1.) The governor shall see that no officer of the prison, nor any prisoner, nor any person who is under contract to supply anything for the service of the prison, is a juror on any inquest held on the body of a prisoner who has died in his custody.

Duties as to inquests.

(2.) The governor shall supply to the coroner the name of any prisoner who tenders his evidence in the case of an inquest about to be held on the body of any prisoner.

(3.) The governor shall report to the directors in respect of any inquest on a prisoner the finding of the jury or other circumstances which may occur at the inquest.

129. The governor shall, without delay, report to the directors any case of insanity or apparent insanity occurring among the prisoners, or any case in which the medical officer is of opinion that the life of any prisoner will be endangered by further imprisonment, or that any sick person will not survive his sentence, or is totally and permanently unfit for prison discipline, or has reason to believe that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment.

Duties as to reporting cases of mental or physical disorder

130.—(1.) The governor shall keep and be responsible for such books and records as may from time to time be prescribed.

Duties as to books and records.

(2.) The governor shall enter in a book called the "Governor's Order Book" all his orders relative to the management and discipline of the prison, and shall cause such orders to be communicated to the proper officers.

Power to fine officers.

131. The governor shall keep the prescribed records of the conduct of officers, and may fine subordinate officers and servants in any amount, not exceeding five shillings, for neglect of duty or other offence against the prison rules; and the fines shall be applied as may be directed by the directors.

Absence from prison.

132.—(1.) The governor shall not, without permission in writing from a director, be absent from the prison for a night, except from unavoidable necessity. If from unavoidable necessity he is absent for a night, and has not been able to obtain leave for such absence, he shall at once inform the directors of the fact, and the cause of it, and shall record it in his journal. He shall also enter his leave of absence, with the authority for it, in his journal. Before leaving the prison at any time, he shall give over the charge of it to the deputy governor, or to the officer acting in his place.

(2.) When the governor is absent from the prison the deputy governor shall perform all his duties, and on such occasions the deputy governor shall be competent to perform any duty required to be performed by the governor.

(3.) If under any circumstances the governor and deputy governor are both absent, the charge of the prison shall devolve on the chief warder or senior principal warder, to whom it shall be regularly delivered over; but the omission of such delivery shall not justify such chief or principal warder in neglecting the charge, if he is aware that the governor and deputy governor are actually absent from the prison.

Purchases from contractor.

133. The governor may, if the terms of the contract permit it, purchase articles from any contractor, for the use of his family, at the contract rate; but, with this exception, he shall not have for his own use, or that of any other person, any dealings with any tradesman supplying the prison.

Duties as to prisoners' labour

134.—(1.) The governor shall take care that the labour of all the prisoners is made use of in such a way as to be to the best advantage to the public service, and shall not employ or allow to be employed any prisoner in any private work whatever, for himself or for any other officer of the prison.

(2.) The governor shall promote the useful employment and industrial training of the prisoners.

Duties as to identification of prisoners.

135. The governor shall use his best endeavours to assist in the identification of prisoners, and with that object shall furnish to the governors of other prisons and to the police any information in his power.

136.—(1.) The governor shall not allow any person besides the authorised officers to pass into or out of the prison after the gates are locked for the night, nor until the hour appointed for opening the prison on the following morning, except in some special case, which latter shall be entered in his journal.

Admission of persons to the prison.

(2.) Except under special circumstances, and as permitted by his instructions, the governor shall not allow any person, except a judge of the High Court and the bishop of the diocese, to enter the prison, or hold any communication with a prisoner, without a written order from the Secretary of State or a director.

(3.) The governor may examine all persons and vehicles going in or out of the prison, and may exclude any person who refuses to be examined.

(4.) The governor may remove from the prison any visitor to the prison or to a prisoner whose conduct is improper, recording the same in his journal.

137. The governor shall notify to the chaplain or prison minister and medical officer the case of any prisoner whose life is in danger, or whose state of health in mind or body appears to require their attention.

Duties as to notifying cases to chaplain and medical officer.

138.—(1.) The governor shall carry into effect the written recommendation of the medical officer for the alteration of the discipline or treatment of any prisoner, or for the supply of any additional articles to any prisoner on medical grounds.

Duties as to carrying out recommendations of medical officer.

(2.) The governor shall carry into effect the written recommendation of the medical officer for separating from the other prisoners any prisoner labouring, or suspected of labouring, under any infectious, contagious, or mental disease; and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

139. In any case in which the sickness of any prisoner has, in the opinion of the medical officer, assumed an aspect of danger, the governor shall whenever practicable inform the relatives of the prisoner thereof.

Duties as to notifying dangerous illness of prisoner.

140. The governor shall pay attention to the ventilation, drainage, and sanitary condition of the prison, and take such measures as may be necessary for their being maintained in perfect order.

Duties as to sanitary condition of prison.

141. The governor shall take care that proper precautions against fire are adopted, and that the fire engine and other appliances for the extinction of fire are at all times kept in good order and ready for use. He shall take care that instructions are given as to the steps to be taken in case of fire, and that the officers concerned are acquainted with their duties on such occasions.

Duties as to prevention of fire.

Duties as to
reports, com-
plaints, or
applications.

142.—(1.) The governor shall hear reports every day at such hour as may be most convenient.

(2.) The governor shall take care that every prisoner having a complaint to make or request to prefer to him shall have ample facilities for doing so, and he shall redress any grievance, or take such steps as may seem necessary, recording the same in the prescribed manner.

(3.) The governor shall forward to the directors without delay any report or complaint which any officer of the prison desires to make to them, and shall on no account suppress it, but he may offer any explanation with it which it may seem to require.

(4.) The governor shall forward to the directors any report or complaint against an officer, with which he is not competent or willing to deal; but, in every such case, the officer shall be permitted to see the charge against him, and to reply to it, for the information of the director.

Duties in
relation to
board of
visitors.

(5.) The governor shall inform the board of visitors of the desire of any prisoner to see them. He will afford any member of the board of visitors visiting the prison full information on all matters connected with the prison, and will give him free access to all parts of the prison and to all prisoners. He will acquaint the visitor that any prisoner whom he may wish to see, in addition to those who have applied to see him, will be brought before him, and that he may, if he prefers it, see such prisoners in their cells or in a room out of sight and hearing of prison officers.

(6.) The governor will lay before the board of visitors, or any one of them visiting the prison, any books of the prison that they may wish to see.

(7.) The governor shall inform a director of the desire of any prisoner to see him.

Duties as to
prisoners
under
punishment.

143.—(1.) The governor shall see that every prisoner under punishment is visited during the day at intervals of not more than three hours by the appointed officer.

(2.) The governor shall take care that no prisoner is subjected to any punishment which the medical officer is not satisfied he is capable of undergoing.

(3.) The governor shall attend every corporal punishment inflicted within the prison; and he shall enter in his journal the hour at which the punishment was inflicted, the number of lashes or strokes given, and any order which he or the medical officer has given on the occasion.

(4.) The governor may after the infliction of two-thirds of any sentence of corporal punishment, remit the remainder or any portion thereof.

144. In a case of absolute necessity he may put a prisoner in irons, as a restraint, but not as a punishment. If he considers it necessary to keep a prisoner in irons or under mechanical constraint for a longer period than 24 hours, he shall apply to a director, who may by order in writing direct the prisoner to be kept in irons for such period as he may think necessary, and this order shall be preserved by the governor as his warrant.

Duties as to mechanical restraints.

145. Before granting any permission for any purpose to any prisoner by authority of the rules applicable to the class to which the prisoner belongs, the governor shall satisfy himself that it can be granted without interfering with the security, good order, and government of the prison and the prisoners therein, and if after it has been granted its continuance seems likely to cause any such interference, or the prisoner has abused such permission or has been guilty of any misconduct, he may suspend or withdraw such permission. Further, where such permission has been granted by the board of visitors, he may, in the like circumstances, suspend it if the case is urgent, provided that he reports the suspension within 24 hours to them. He shall enter in his journal all cases where such permission has been granted, suspended, or withdrawn, stating the reasons.

Conditions on which special permissions may be granted.

146. The governor or the deputy governor shall read every letter addressed to or written by a prisoner, and every such letter shall be marked with the initials of the governor or deputy governor, as the case may be. The governor shall use his discretion in communicating to or withholding from a prisoner at any time the contents of any letter addressed to the prisoner: but shall note in his journal every case in which he thinks it proper to withhold a letter which, according to the rules, might be communicated to or written by a prisoner.

Duties as to letters to and from prisoners.

147.—(1.) The governor shall freely and confidentially communicate with the directors on all matters relating to the prison, apprising them of any occurrence of importance; and, in case of any emergency not sufficiently provided for in the rules, he shall apply to them, and conform to their orders; acting, if necessary, in the meantime, to the best of his own judgment, according to the circumstances of the case.

Duties as to communicating with directors.

(2.) The governor may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

148.—(1.) The governor shall attend divine service in the prison whenever it is performed, inserting in his journal any omission, and the cause thereof. He shall see that the subordinate officers and prisoners attend such service as directed by the rules.

Duties as to attendance at divine service and reading prayers.

(2.) The governor shall deliver or cause to be delivered to the chaplain a list of prisoners absent from divine service, with a statement of the causes of their absence.

(3.) If no clergyman is present as a substitute in the absence of the chaplain, the governor, or such other person as may be approved by the directors, shall read the daily prayers. and the governor shall record the fact in his journal.

Duties as to
education
and reforma-
tion of
prisoners.

149.—(1.) The governor shall use his best endeavours to promote the efforts made to advance the education of the prisoners.

(2.) The governor shall assist with his influence and authority the exertions of the chaplain for the reformation of the prisoners.

Annual
report.

150. The governor shall submit to the directors, as soon as possible after the 31st March in each year, a report in writing, specifying, with reference to the year ended on that date, the conduct of the subordinate officers; the number of prisoners admitted to his custody, and their disposal; the conduct of the prisoners, and the number of punishments and restraints imposed on them; the number of escapes or attempts at escape; the labour in which the prisoners have been employed; the particulars of their labour and the value thereof; the state and condition of the buildings, fences, &c.; the repairs or alterations which have been made in the prison buildings; and such other particulars as may be directed; together with a certificate, signed by himself, stating whether the said rules laid down for the government of the prison have been complied with in every instance, except in such cases as have been distinctly reported to, or brought under the notice of, a director.

Duties as to
discharged
prisoners.

151. The governor shall use his endeavours, by communicating with discharged prisoners' aid societies and otherwise, to assist in providing prisoners with employment on their discharge in order to prevent them from falling again into crime.

Lady Superintendent.

Residence.

152. The lady superintendent or senior female officer shall reside in the prison. She shall have the care and superintendence of the whole of the female prisoners. The keys of all the locks of the female prison shall be kept in her custody.

Duties as to
inspecting
prisons and
prisoners.

153. The lady superintendent shall, so far as practicable, visit and inspect every part of the prison occupied by females, and see every female prisoner once at least in every twenty-four hours, and in default of such daily visits and inspections she shall state in her journal how far she has omitted them, and the cause thereof. She shall, at least once during the week, go through every such part of the prison at an uncertain hour of the night, and this visit, with the hour and state of the part visited at the time, shall be recorded in her journal.

154.—(1.) The lady superintendent shall not be absent from the prison for a night without permission in writing from a director on the recommendation of the governor. Absence from prison.

(2.) Whenever the lady superintendent is absent, her duties shall, with the approval of the governor, be performed by the senior qualified female officer, to whom she shall give over all charge; and that officer shall have all the powers and perform all the duties of the lady superintendent.

155. The lady superintendent shall keep a journal in which she shall record all occurrences of importance within her department, and lay it before the governor daily. Duties as to keeping journal.

156. The lady superintendent shall take care that no male officer or visitor enters the division of the prison allotted to females unless accompanied by herself or some other female officer. Duties as to male visitors.

Medical Officer.

157. The medical officer shall reside in the house assigned to him, and attend all sick prisoners, and all officers and servants of the prison, resident at the prison or within such distance as may be prescribed by the directors. He shall also attend the families of officers and servants of the prison, subject to such conditions and limitations as may be prescribed by the directors. Duties as to residence and attendance.

158. The medical officer shall himself conform to the rules and regulations of the prison, and shall support the governor in the maintenance of discipline and order and safe custody of the prisoners. Duties as to rules and regulations.

159.—(1.) The medical officer shall visit the prison at least once every day, and shall see every prisoner at least once a week, so as to ascertain his general state of health, and whether he is clean in his person, and free from disease. Duties as to visiting prison and prisoners.

(2.) The medical officer shall every day see such prisoners as complain of illness, reporting to the governor in writing their fitness or otherwise for labour. He shall daily visit the sick in the infirmary at such times as may be necessary. He shall attend at once on receiving information of the serious illness of any prisoner or officer.

(3.) The medical officer shall once every day, or oftener, visit every prisoner under punishment, or under special discipline, or any other prisoner to whom his attention is specially directed.

(4.) The medical officer shall examine every prisoner on reception, and shall record his state of health, and such facts connected therewith as may be directed.

(5.) The medical officer shall frequently examine the washing-places, baths, and other provision for purposes of cleanliness or sanitation, and see whether they are in efficient working order, and report at once to the governor any defect or insufficiency therein.

Duties as to
monthly
inspections.

160. As early as practicable in every month, he shall inspect every part of the prison, for the purpose of ascertaining that nothing exists therein likely to be injurious to the health of the prisoners, and especially that the ventilation is sufficiently provided for and properly attended to. The result of this inspection shall be recorded in his journal.

Duties as to
inspection
of food, &c.

161. The medical officer shall frequently inspect the food of the prisoners, cooked and uncooked, and shall report to the governor as to the quality of the provisions, and also as to sufficiency of clothing, bedding, any deficiency in the quantity or defect in the quality of the water, or any other cause which may affect the health of the prisoners.

Duties as to
journal.

162.—(1.) The medical officer shall enter, in the English language, day by day, in his journal, to be kept in the prison, an account of the state of every sick prisoner, the name of his disease, a description of the medicines and diet, and any other treatment which he orders for such prisoner.

(2.) The medical officer shall also record such matters connected with his duties as may be directed.

Duties as to
special ob-
servation of
prisoners
and reports
as to mental
and physical
disorder.

163.—(1.) When the medical officer has any reason to suspect that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment, he shall take the prisoner under his special observation; and should there be good reason to believe that, either from the conduct of the prisoner, or from his manner and habits, there are signs of incipient insanity, he shall report the circumstances to the governor for the information of the directors, stating, in cases of doubt, whether he desires any special or additional advice.

(2.) Whenever the medical officer has reason to believe that a prisoner's health is likely to be injuriously affected by the discipline or treatment, he shall report the case in writing to the governor, together with such recommendations as he thinks proper, and he shall call the attention of the chaplain to any prisoner who appears to require his special notice.

(3.) The medical officer shall give notice to the governor and the chaplain when the sickness of any prisoner appears to him to assume an aspect of danger.

(4.) The medical officer shall report in writing to the governor the case of any prisoner to which he thinks it necessary on medical grounds to draw attention, and shall make such recommendation as he deems needful for the alteration of the discipline or treatment of the prisoner, or for the supply to him of additional articles.

(5.) Whenever the medical officer is of opinion that the life of any prisoner will be endangered by his continuance in prison, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, he shall state the opinion, and the grounds thereof, in writing, to the governor, who shall duly forward the same to the directors.

164. If any case of peculiar difficulty or danger occurs, the medical officer may call in additional aid, referring previously to a director for approval, if the case will reasonably admit of such reference. No serious operation shall be performed without a previous consultation with another medical practitioner, except under very urgent circumstances not admitting of delay, which circumstances the medical officer shall record in his journal.

Power to call in additional aid.

165. The medical officer shall, forthwith on the death of any prisoner, enter in his journal the following particulars, viz., at what time the deceased was taken ill, when the illness was first communicated to the medical officer, the nature of the disease, when the prisoner died, and an account of the appearances after death (in cases where a post-mortem examination is made), together with any special remarks that appear to him to be required.

Particulars of death to be entered in journal.

166. The medical officer, if prevented from attending to his duties by illness, shall communicate the circumstance without delay to the governor, and shall, if necessary, submit, through him, to a director, the name and address of a substitute for approval ; and shall in like manner, when applying for leave of absence, submit the name of a substitute who will perform his duties during such leave.

Duties as to substitute.

167. Where the medical officer considers it necessary to apply any painful test to a prisoner to detect malingerings or otherwise, the test shall only be applied by authority of an order from a director.

Conditions as to application of painful test.

168. When any prisoner is about to be removed from the prison, the medical officer shall duly examine him, and certify as to his fitness to leave the prison, and as to such other particulars regarding him as may be required.

Duties as to examination of prisoners on removal.

169. The medical officer shall give directions in writing for separating from the other prisoners any prisoner labouring under any infectious, contagious, or mental disease, or suspected thereof, and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

Duties as to infectious cases, &c.

170. The medical officer shall inform the governor of any particular point of which he may become aware in regard to the person of any prisoner which might assist in identifying him.

Duties as to identification of prisoners.

171. The medical officer shall examine every prisoner, and shall report if he is unfit to be kept at hard labour or at any particular kind of labour, and shall assist, when called on, in assigning the task of labour according to the physical capacity of a prisoner. He shall from time to time examine the prisoners during the time of their being employed at hard labour, and shall report and enter in his journal the name of any prisoner whose health he thinks to be endangered by a

Duties as to prisoners sentenced to hard labour.

continuance at hard labour of any particular kind, and report the same to the governor; and thereupon that prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

Duties as to
health of
prisoners.

172. The medical officer shall have the general care of the health of the prisoners; and shall report to the directors, and make known to the governor, any circumstance connected with the prison, or the treatment of the prisoners, which at any time appears to him to require consideration on medical grounds.

Duties as to
punishment
of prisoners.

173.—(1.) Before a prisoner is placed in close confinement, or is subjected to corporal or dietary punishment, the medical officer shall examine him, and certify whether or not he is fit for the punishment.

(2.) The medical officer shall attend every corporal punishment inflicted in the prison, and his instructions thereon for preventing injury to health shall be obeyed.

Duties as to
statistical
records,
returns, and
reports.

174.—(1.) The medical officer shall keep such statistical records and furnish such returns as may be directed relative to the health and medical treatment of officers and prisoners, and to the sanitary condition of the quarters of the officers and of the prison buildings.

(2.) The medical officer shall report periodically, and from time to time as may be directed, on the general health and sanitary condition of the establishment, the health of the officers, their capability for performing their duties, the health of the prisoners, and in reference to any other point upon which he may be directed to report.

(3.) The medical officer shall submit to the directors, as soon as possible after the 31st March in each year, a report in writing, with reference to the year ended on that day, with statistics of sickness, mortality, removal on medical grounds, insanity, suicide, and hospital treatment among the prisoners, and such other particulars as may be directed.

(4.) The medical officer may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

Duties of
deputy
medical
officer.

175. Where a deputy medical officer is appointed to a prison he shall assist the medical officer in the performance of his duties as may be directed, and in his absence shall perform his duties.

PART II.

BOARD OF VISITORS.

Appointment
and tenure.

176. The board of visitors appointed by the Secretary of State shall hold office for three years.

Chairman.

177. Each board of visitors shall, at their first meeting, appoint a chairman.

178. Their powers shall not be affected by vacancies. The Secretary of State shall, as soon as possible, fill any vacancy by making a new appointment. Filling of vacancies.

179. They shall keep a book of minutes of their proceedings. Minutes.

180. One or more of them shall, if possible, visit the prison once a month, and they shall meet as a board as often as practicable. Visits.

181. They shall co-operate with the directors of convict prisons in promoting the efficient working of the prison, and shall make inquiry into any matter specially referred to them by the Secretary of State or the directors, and report their opinion thereon. Co-operation with directors.

182. They shall take care that any abuses in connexion with the prison which come to their knowledge are brought to the notice of the directors immediately, and in case of urgent necessity they may suspend any officer of the prison until the decision of the directors is made known. Duties as to abuses.

183. They shall hear and adjudicate on such prison offences as may be referred to them by the directors. Duties as to adjudication on prison offences.

184. They shall hear and investigate any complaint which any prisoner may desire to make to them, and, if necessary, report the same, with their opinion, to the directors. They shall have free access to all parts of the prison, and to all prisoners, and may see any such prisoners as they desire, either in their cells or in a room out of sight and hearing of prison officers. Duties as to complaints by prisoners, and access to prison and prisoners.

185. They shall occasionally inspect the diets of the prisoners, and if they find that the quality of any article does not fulfil the terms of the contract under which it is supplied, they shall report the circumstances to the directors, and note the same in their minute book, and the governor shall thereupon take such steps as may be immediately necessary to provide the prisoners with suitable food. Duties as to inspection of diets.

186. They may inspect any of the books of the prison.

Power as to inspection of prison books.

187. They may, in any case of special importance or urgency, allow a prisoner an additional visit or letter, or prolong the period of a visit. Powers as to letters and visits.

188. They shall make an annual report at the beginning of each year to the Secretary of State with regard to all or any of the matters referred to in these rules or to any other matters appertaining to the prison, and they shall make such reports to the directors as they consider necessary concerning any matter to which, in their opinion, the attention of the directors should be called. Annual report.

Duties as to
prisoners'
gratuities and
arrangements
for prisoners
on discharge.

189.—(1.) They are requested to give such assistance as may be in their power towards securing the proper disposal of any gratuities which may be earned by prisoners, especially in places where there is no Discharged Prisoners' Aid Society, according to such instructions as may from time to time be issued.

(2.) They are requested to devote special attention to prisoners about to be discharged, and to co-operate with the governor and chaplain with the object of securing that all reasonable steps are taken, so far as possible, to provide against a relapse into crime on the part of any prisoner where it might be averted, either by judicious expenditure of his gratuity, or by communication with the aid society of the district to which the prisoner is going, or by correspondence with any charitable person or agency who, or which, appears likely, after personal communication with the prisoner, to assist him in his attempt to gain an honest living.

Duties as to
classification
of prisoners.

190. It will also be their duty to interest themselves especially in such classification of prisoners as may from time to time be established by the rules, and to co-operate with the governor in this and all other matters when their assistance and advice is likely to be of use to him.

PRISON RULES, DATED SEPTEMBER 2, 1901, MADE BY THE
SECRETARY OF STATE UNDER THE PRISON ACT, 1898.*

1901. No. 723.

Dietaries.

(1.) The diets of convicts shall be as follows :—

DIET C.		
For MALE Convicts undergoing separate confinement.		
Breakfast - - -	Daily :	
	Bread - - - - -	8 oz.
	Porridge - - - - -	1 pint.
	Sunday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked meat preserved by heat -	5 "
	Monday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
Dinner - - -	Beans - - - - -	12 "
	Fat Bacon - - - - -	2 "
	Tuesday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Soup - - - - -	1 pint.
	Wednesday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Suet Pudding - - - - -	12 "
Supper - - -	Thursday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked Beef, without bone -	5 "
	Friday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Soup - - - - -	1 pint.
	Saturday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Suet Pudding - - - - -	12 "
	Daily :	
	Bread - - - - -	8 oz.
	Cocoa - - - - -	1 pint.

* 61 & 62 Vict. c. 41.

DIET D.		
For MALE Convicts after period of separate confinement when engaged in Industrial Employment.		
Breakfast - - -	Daily :	
	Bread - - - - -	8 oz.
	Gruel, sweetened with $\frac{1}{2}$ oz. sugar.	1 pint.
	Sunday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
	Cooked meat preserved by heat -	5 "
	Monday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
Dinner - - -	Beans - - - - -	12 "
	Fat Bacon - - - - -	2 "
	Tuesday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
	Cooked Mutton, without bone -	5 "
	Wednesday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
	Pea Soup (Pork) - - - - -	1 pint.
Supper - - -	Thursday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
	Cooked Beef, without bone -	5 "
	Friday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	12 "
	Vegetable Soup (Beef) - - - - -	1 pint.
	Saturday :	
	Bread - - - - -	8 oz.
Supper - - -	Potatoes - - - - -	12 "
	Suet Pudding - - - - -	12 "
Supper - - -	Daily :	
	Bread - - - - -	8 oz.
Supper - - -	Cocoa - - - - -	1 pint.

A convict on attaining the third stage may have 1 pint of tea and 2 oz. additional bread in lieu of gruel for breakfast.

DIEET E.		
For MALE Convicts after period of separate confinement when employed at certain prescribed forms of Labour.		
Breakfast - - -	Daily :	
	Bread - - - - -	8 oz.
	Butter or Margarine* - - -	$\frac{1}{2}$ "
	Porridge - - - - -	1 pint.
	Sunday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Cooked meat preserved by heat -	6 "
	Monday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Beans - - - - -	12 "
	Fat Bacon - - - - -	2 "
	Tuesday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Cooked Mutton, without bone -	6 "
Dinner - - -	Wednesday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Pea Soup (Pork) - - - - -	1 pint.
	Thursday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Cooked Beef, without bone -	6 "
	Friday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Vegetable Soup (Beef) - - -	1 pint.
	Saturday :	
	Bread - - - - -	8 oz.
	Potatoes - - - - -	16 "
	Suet Pudding - - - - -	16 "
Supper - - -	Daily :	
	Bread - - - - -	12 oz.
	Cocoa - - - - -	1 pint.
	Wednesday and Friday :	
	Cheese - - - - -	8 oz.

A convict on attaining the third stage may have 1 pint of tea and 2 oz. additional bread in lieu of porridge for breakfast.

* Butter or margarine to be given for six months in the year, October to March (inclusive). During the remaining months, April to September (inclusive), milk, $\frac{1}{2}$ pint for each convict, to be substituted for butter or margarine, and to be given in the form of milk porridge.

DIET F.					
For FEMALE Convicts undergoing separate confinement.					
Breakfast	-	-	Daily :		
			Bread	- - - - -	6 oz.
			Tea	- - - - -	1 pint.
Dinner	-	-	Sunday :		
			Bread	- - - - -	6 oz.
			Potatoes	- - - - -	8 "
			Cooked meat preserved by heat	-	4 "
			Monday :		
			Bread	- - - - -	6 oz.
			Potatoes	- - - - -	8 "
			Beans	- - - - -	10 "
			Fat Bacon	- - - - -	2 "
			Tuesday :		
			Bread	- - - - -	6 oz.
			Potatoes	- - - - -	8 "
			Soup	- - - - -	1 pint.
			Wednesday :		
			Bread	- - - - -	6 oz.
			Potatoes	- - - - -	8 "
			Suet Pudding*	- - - - -	10 "
			Thursday :		
			Bread	- - - - -	6 oz.
			Potatoes	- - - - -	8 "
Cooked Beef, without bone	-	4 "			
Friday :					
Bread	- - - - -	6 oz.			
Potatoes	- - - - -	8 "			
Soup	- - - - -	1 pint.			
Saturday :					
Bread	- - - - -	6 oz.			
Potatoes	- - - - -	8 "			
Suet Pudding*	- - - - -	10 "			
Supper	-	-	Daily :		
			Bread	- - - - -	6 oz.
			Cocoa	- - - - -	1 pint.

* 2 oz. golden syrup may be given with the suet pudding to those female convicts who desire it.

DIET G.		
For FEMALE Convicts after period of separate confinement.		
Breakfast - - -	Daily :	
	Bread - - - - -	6 oz.
	Tea - - - - -	1 pint.
	Sunday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked meat preserved by heat -	4 "
	Monday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked Mutton, without bone -	3 "
	Tuesday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked Beef, without bone -	3 "
	Wednesday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked Mutton, without bone -	3 "
	Thursday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Suet Pudding* - - - - -	10 "
	Friday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Cooked Beef, without bone -	3 "
	Saturday :	
	Bread - - - - -	6 oz.
	Potatoes - - - - -	12 "
	Vegetable Soup (Beef) - - -	1 pint.
Dinner - - -		
	Daily :	
	Bread - - - - -	6 oz.
	Cocoa - - - - -	1 pint.
Supper - - -		

* 2 oz. golden syrup may be given with the suet pudding to those female convicts who desire it.

(2.) The foregoing diets shall be prepared as follows :—

Bread - -	To be made with whole-meal flour, consisting of all the products of the wheaten grain, with the exception of 12 per cent. of coarse bran and coarse pollards. This may be varied for female convicts at the discretion of the Governor and Medical Officer.
Porridge - -	To every pint 3 oz. coarse Scotch oatmeal, with salt.
Milk Porridge -	To every pint 3 oz. coarse Scotch oatmeal, $\frac{1}{2}$ pint milk, with salt.
Gruel - -	To every pint 2 ozs. coarse Scotch oatmeal, $\frac{1}{2}$ oz. sugar.
Tea - -	To every pint $\frac{1}{2}$ oz. tea, 2 oz. milk, $\frac{1}{2}$ oz. sugar.
Cocoa	To every pint $\frac{1}{2}$ oz. Admiralty cocoa, 2 oz. milk, $\frac{1}{2}$ oz. sugar.
Milk - -	To be fresh unskimmed milk.
Butter or Margarine.	To be of approved brands of best quality.
Suet Pudding -	To every lb. 2 oz. beef suet, 8 oz. white or whole-meal flour.
Pea Soup for Male Convicts.	To every pint 4 oz. salt pork, 4 oz. split peas, 1 oz. onions, $\frac{1}{2}$ oz. vinegar, pepper and salt.
Vegetable Soup	To every pint, clod or shoulder, leg or shin of beef in the proportion of 8 oz. for male convicts on E diet, and 6 oz. for male and female convicts on D and G diets; and, in addition, the soup to contain 1 oz. pearl barley, 2 oz. fresh vegetables, 1 oz. onions, $\frac{1}{2}$ oz. flour, with pepper and salt.
Meat Liquor -	The allowance of cooked mutton to be served with its own liquor, flavoured with $\frac{1}{2}$ oz. onions, and thickened with $\frac{1}{2}$ oz. flour, with pepper and salt.
Ditto - -	The allowance of cooked beef to be served with its own liquor, flavoured and thickened as above.
Cooked Meat, preserved by heat.	Colonial or American beef or mutton of approved brands and of best quality. This meat should not be cooked or heated in any way. It ought to be served cold as it leaves the tin.
Beans - -	Haricot beans, or broad or Windsor beans, dried in the green state and decorticated.

SUBSTITUTES.

Cooked Beef, without bone.	Colonial or American beef or mutton, preserved by heat, may, if necessity arises, be substituted for cooked English beef or mutton, weight for weight. Cooked fresh fish 8 oz., or cooked salt fish 12 oz., may occasionally be substituted for 4 oz. cooked English beef or mutton, and in like proportion for other quantities.
Potatoes - -	Fresh vegetables or rice may be substituted for potatoes, weight for weight after cooking. Rice, however, should be sparingly used as a substitute for potatoes, and, when so used, should, if possible, be combined with fresh vegetables in equal proportions.
Fresh Vegetables	In the event of fresh vegetables not being procurable, $\frac{1}{2}$ oz. preserved mixed vegetables may be used in lieu of 1 oz. fresh vegetables for ordinary prison diets.

(3.) The HOSPITAL DIETS for sick prisoners shall be :—

—	Ordinary Diet.	Pudding Diet.	Low Diet.
Breakfast -	Bread, 8 oz. - - Tea, 1 pint, containing $\frac{1}{2}$ oz. tea, $\frac{2}{3}$ oz. sugar, and 2 oz. milk.	White bread, 6 oz. Milk, 1 pint.	Bread, 6 oz. Tea, 1 pint; ingredients as in ordinary diet.
Dinner -	Meat, 5 oz. (cooked). Potatoes, 8 oz. Vegetables, 4 oz. Bread, 6 oz. Salt, $\frac{1}{2}$ oz.	Rice pudding, containing, 2 oz. rice, 1 egg, and 10 oz. milk; or, Batter Pudding, containing 3 oz. flour, 1 egg, and 10 oz. milk; or, Custard pudding, containing 1 egg and 10 oz. milk.	Cornflour, containing 1 oz. cornflour, 1 pint milk, 1 oz. sugar; to produce 1 pint.
Supper -	Bread, 8 oz. Tea, 1 pint.	White bread, 6 oz. Milk, 1 pint.	Bread, 6 oz. Tea, 1 pint.

NOTES ON THE HOSPITAL DIETARY.

Cooked meat to consist of fresh beef or mutton, which may be roasted, baked, stewed, or boiled; when boiled, the allowance of cooked meat to be served with its own liquor, thickened with $\frac{1}{2}$ oz. of flour, and flavoured with $\frac{1}{2}$ oz. of onions, with pepper and salt.

Fowls, rabbits, or fish may be substituted for 5 oz. cooked meat, at the rate of 9 oz. (uncooked), or bacon, 4 oz. (uncooked), per diet. Sago or tapioca may be substituted for rice.

$\frac{1}{2}$ oz. to 1 oz. sugar may be used to sweeten the puddings.

Beef tea, 16 oz. lean beef, without bone, 1 $\frac{1}{2}$ pints of cold water, to make 1 pint.

Mustard and pepper will be issued to each convict when required.

Extras and medical comforts may be given to patients when considered necessary by the Medical Officer.

(4.) The diets for ill-conducted or idle convicts shall be :—

No. 1 DIET.

(a) When given for a period of three days, or less, shall consist of—

1 lb. bread per diem, with water.

(b) When given for more than three days it shall consist of—

(1.) 1 lb. bread per diem, with water ;

(2.) Local Prison Diet B, according to sex, for alternate and equal periods of three days.

(c) The duration of time for which this diet may be ordered shall not exceed 15 days for any single term.

(d) No task of labour shall be enforced on any one of the days on which bread and water constitute the sole food supplied to the convict, who may, nevertheless, be allowed the option of performing suitable labour in the cell.

(e) No convict who has been upon this diet shall be again placed upon it for a fresh offence until an interval has elapsed equal to the period passed by the prisoner on No. 1 diet.

NO. 2 DIET.

For a prisoner performing a daily task of labour.

(f) This diet when given for a period of 21 days, or less, shall be as follows :—

Breakfast	-	-	Bread, 8 oz.
	.	{	1 pint of porridge contain-
			ing 3 oz. oatmeal.
Dinner	-	{	Potatoes, 8 oz.
			Bread, 8 oz.
Supper	-	-	Bread, 8 oz.

(g) No. 2 diet when ordered for a period exceeding 21 days shall be as above for the first three weeks and after the fourth week. During the fourth week convicts shall receive Local Prison Diet B, according to sex.

(h) The entire period for which any single term of No. 2 diet may be ordered shall not exceed 42 days.

(i) No convict who has been upon this scale for a period of 21 days continuously shall be again placed upon it until after the expiration of an interval of one week.

(k) If a convict while on No. 2 diet should be guilty of misconduct, No. 2 diet may be temporarily interrupted, and the convict may be placed on the No. 1 diet for a period not exceeding 3 days; on the expiration of the period awarded on the No. 1 diet the convict shall resume the diet originally ordered, and the period passed upon No. 1 diet shall count as part of the period originally awarded on No. 2 diet.

LOCAL PRISON DIET B.					
Meals.	—	Men.	Women.		
Breakfast - - -	Daily :				
	Bread - - - -	8 oz.	6 oz.		
	Gruel - - - -	1 pt.	1 pt.		
	Sunday :				
	Bread - - - -	6 oz.	6 oz.		
	Potatoes - - - -	8 "	8 "		
	Cooked Meat, preserved by heat.	4 "	3 "		
	Monday :				
	Bread - - - -	6 oz.	6 oz.		
	Potatoes - - - -	8 "	8 "		
	Beans - - - -	10 "	8 "		
	Fat Bacon - - - -	2 "	1 "		
	Tuesday :				
	Bread - - - -	6 oz.	6 oz.		
	Potatoes - - - -	8 "	8 "		
	Soup - - - -	1 pt.	1 pt.		
	Dinner - - -	Wednesday :			
		Bread - - - -	6 oz.	6 oz.	
Potatoes - - - -		8 "	8 "		
Suet Pudding - - - -		10 "	8 "		
Thursday :					
Bread - - - -		6 oz.	6 oz.		
Potatoes - - - -		8 "	8 "		
Cooked Beef, without bone.		4 oz.	3 "		
Friday :					
Bread - - - -		6 oz.	6 oz.		
Potatoes - - - -		8 "	8 "		
Soup - - - -		1 pt.	1 pt.		
	Saturday :				
	Bread - - - -	6 oz.	6 oz.		
	Potatoes - - - -	8 "	8 "		
	Suet Pudding - - - -	10 "	8 "		
Supper - - -	Daily :				
	Bread - - - -	8 oz.	6 oz.		
	Porridge - - - -	1 pt.	—		
	Gruel - - - -	—	1 pt.		

(5.) For an offence with which the governor is competent to deal he may order a convict to be punished by No. 2 diet for ill-conducted and idle convicts for a period not exceeding 14 days.

(6.) The diet of any individual convict, not being a patient in the infirmary, may be increased or altered, or in the case of any convict who persistently wastes his food may be reduced, on the written recommendation of the medical officer.

(7.) The rules numbered 20, 74 (c), 74 (d) and 76 (d), made by the Secretary of State on the 21st April, 1899,* are hereby revoked.

Chas. T. Ritchie.

Home Office, Whitehall,
2nd September, 1901.

(b) Orders appointing Prisons.

(1.) Aylesbury.

ROYAL WARRANT, DATED OCTOBER 3, 1890, APPOINTING THE PRISON AT AYLESBURY, IN THE COUNTY OF BUCKINGHAM, TO BE A PLACE OF CONFINEMENT FOR MALE AND FEMALE OFFENDERS UNDER SENTENCE OR ORDER OF PENAL SERVITUDE.

VICTORIA R.

Whereas by an Act passed in the fifth year of the reign of His late Majesty King George the Fourth, entitled "An Act for the transportation of offenders from Great Britain,"† we were authorised from time to time to appoint, by Royal Sign Manual, places of confinement within England and Wales for the confinement of male offenders under sentence of transportation :

And whereas by an Act passed in the sixteenth and seventeenth year of Our reign, entitled "An Act to substitute in certain cases other punishment in lieu of transportation,"‡ and by an Act passed in the twentieth and twenty-first years of Our reign, entitled "An Act to amend the Act of the sixteenth and seventeenth years of Her Majesty, to substitute in certain cases other punishment in lieu of transportation,"§ the provisions of the said first-mentioned Act are extended to the appointment of places of confinement in any part of the United Kingdom for offenders, whether male or female, under sentence or order of penal servitude :

* Printed at pp. 77-108 above.
† 16 & 17 Vict. c. 99.

‡ 5 Geo. 4. c. 84.
§ 20 & 21 Vict. c. 3.

Now we, by virtue of the said Acts, hereby appoint our prison at Aylesbury, in the county of Buckingham, to be a place of confinement for male or female offenders under sentence or order of penal servitude.

Given at Our Court at St. James, the third day of October, 1890, in the fifty-fourth year of our reign.

By Her Majesty's Command,

Henry Matthews.

(ii.) Borstal.

ROYAL WARRANT DATED JULY 23, 1885, APPOINTING CERTAIN BUILDINGS RECENTLY ERECTED AT BORSTAL, IN THE COUNTY OF KENT, TO BE A PLACE OF CONFINEMENT FOR MALE OFFENDERS UNDER SENTENCE OR ORDER OF TRANSPORTATION OR PENAL SERVITUDE.

V.R.

Whereas by an Act passed in the fifth year of the reign of His late Majesty King George the Fourth, entitled* "An Act for the transportation of offenders from Great Britain," it is amongst other things enacted that it shall be lawful for us from time to time by Warrant under Our Royal Sign Manual to appoint places of confinement within England and Wales for the confinement of male offenders under sentence of transportation

And whereas by an Act passed in the seventeenth year of our reign entitled "An Act to substitute in certain cases other punishment in lieu of transportation,"† it is enacted that all powers and provisions contained in the Act first above-mentioned authorising the appointment by us from time to time of places of confinement for male offenders under sentence or order of transportation, shall extend and be applicable to and for the appointment by us of like places of confinement in any part of the United Kingdom for offenders whether male or female sentenced under the last-mentioned Act in any part of the United Kingdom. Now, We do by virtue of the said Act hereby appoint certain buildings recently erected at Borstal, in the county of Kent, to be a place of confinement for male offenders under sentence or order of transportation, and also for male offenders sentenced or ordered to be kept in penal servitude under the last-mentioned Act.

Given at Our Court at St. James's the 16th day of July, 1874, in the thirty-eighth year of our reign.

By Her Majesty's Command,

Richard Assheton Cross.

* The Transportation Act, 1824 (5 Geo. 4, c. 84).

† The Penal Servitude Act, 1853 (16 & 17 Viet. c. 99).

(iii.) Dartmoor.

WARRANT OF THE SECRETARY OF STATE, DATED SEPTEMBER 26, 1853, APPOINTING THE PRISON AT DARTMOOR, IN THE COUNTY OF DEVON, A PLACE FOR THE CONFINEMENT OF MALE OFFENDERS UNDER SENTENCE OR ORDER OF PENAL SERVITUDE.

The Right Honourable Viscount Palmerston, one of Her Majesty's most Honourable Privy Council, and Principal Secretary of State, &c., &c., &c.

Whereas by an Act* passed in the seventeenth year of the reign of Her Majesty the now Queen, intituled "An Act to substitute in certain cases other punishment in lieu of Transportation," it was amongst other things enacted that every person who under that Act should be sentenced or ordered to be kept in penal servitude might during the term of the sentence or order be confined in any such prison or place of confinement in any part of the United Kingdom, or in any river, port, or harbour of the United Kingdom in which persons under sentence or order of transportation might at the time of the passing of that Act by law be confined as one of Her Majesty's Principal Secretaries of State shall from time to time direct.

And whereas the "Dartmoor Prison" was at the time of the passing of the said Act a prison and place of confinement in the United Kingdom in which persons under sentence of transportation might then by law be confined, I do in pursuance of the said Act of Parliament hereby direct that the Dartmoor Prison shall from the day of the date of this order be a prison and place of confinement for persons sentenced or ordered to be kept in penal servitude under and by virtue of the Act of Parliament above recited.

Given at Whitehall the twenty-sixth day of September, 1853, in the seventeenth year of Her Majesty's reign.

Palmerston.

(iv.) Parkhurst.

ROYAL WARRANT, DATED APRIL 7, 1869, APPOINTING THE CONVICT PRISON AT PARKHURST, IN THE ISLE OF WIGHT, TO BE A PLACE OF CONFINEMENT FOR MALE OFFENDERS UNDER SENTENCE OR ORDER OF TRANSPORTATION, AND ALSO FOR MALE OFFENDERS SENTENCED OR ORDERED TO BE KEPT IN PENAL SERVITUDE.

VICTORIA REG.

Whereas by an Act† passed in the fifth year of the reign of His late Majesty King George the Fourth; intituled "An

* The Penal Servitude Act, 1853 (16 & 17 Vict. c. 99).

† The Transportation Act, 1824 (5 Geo. 4 c. 84).

Act for the Transportation of Offenders from Great Britain," it is amongst other things enacted that it shall be lawful for Us, from time to time by Warrant under Our Royal Sign Manual, to appoint places of confinement within England and Wales for the confinement of male offenders under sentence of transportation.

And whereas by an Act* passed in the seventeenth year of Our reign, intituled "An Act to substitute in certain cases other Punishment in lieu of Transportation," it is enacted that all powers and provisions contained in the Act first above mentioned authorising the appointment by Us, from time to time, of places of confinement for male offenders under sentence or order of transportation, shall extend and be applicable to and for the appointment by Us of like places of confinement in any part of the United Kingdom for offenders, whether male or female, sentenced under the last mentioned Act in any part of the United Kingdom.

Now, We do by virtue of the said Act hereby appoint the convict prison at Parkhurst, in the Isle of Wight, to be a place of confinement for male offenders under sentence or order of transportation and also for male offenders sentenced or ordered to be kept in penal servitude under the last mentioned Act.

Given at Our Court at St. James's the seventh day of April 1869, in the thirty-second year of Our reign.

By Her Majesty's Command,

H. A. Bruce.

(v.) Portland.

WARRANT OF THE SECRETARY OF STATE, DATED SEPTEMBER 26, 1853, APPOINTING THE CONVICT PRISON IN THE ISLAND OF PORTLAND, IN THE COUNTY OF DORSET, A PLACE FOR THE CONFINEMENT OF MALE OFFENDERS UNDER SENTENCE OR ORDER OF PENAL SERVITUDE.

The Right Honourable Viscount Palmerston, one of Her Majesty's Most Honourable Privy Council, and Principal Secretary of State, &c., &c., &c.

Whereas by an Act* passed in the seventeenth year of the reign of Her Majesty the now Queen, intituled "An Act to substitute in certain cases other Punishments in lieu of Transportation," it was amongst other things enacted that every person who under that Act should be sentenced or ordered to be kept in penal servitude might, during the term of the sentence or order, be confined in any such prison or

* The Penal Servitude Act, 1853 (16 & 17 Vict. c. 99).

place of confinement in any part of the United Kingdom, or in any river, port, or harbour of the United Kingdom in which persons under sentence or order of transportation might at the time of the passing of that Act by law be confined as one of Her Majesty's Principal Secretaries of State shall from time to time direct. And whereas the "Portland Prison" was at the time of the passing of the said Act a prison and place of confinement in the United Kingdom in which persons under sentence of transportation might then by law be confined. I do in pursuance of the said Act of Parliament hereby direct that the Portland Prison shall from the day of the date of this order be a prison and place of confinement for persons sentenced or ordered to be kept in penal servitude under and by virtue of the Act of Parliament above recited.

Given at Whitehall, the twenty-sixth day of September 1853, in the seventeenth year of Her Majesty's reign.

Palmerston.

3. Prisons generally.

Photographing, etc., of prisoners.

ORDER, DATED MARCH 15, 1877, AS TO THE REGISTERING AND PHOTOGRAPHING OF HABITUAL CRIMINALS,* MADE UNDER THE PREVENTION OF CRIMES ACT, 1871,† AND THE PREVENTION OF CRIMES AMENDMENT ACT, 1876.‡

In exercise of the powers vested in me by the above Acts, I, the Right Honourable Richard Assheton Cross, one of Her Majesty's Principal Secretaries of State, make the following Regulations:—

1. The Regulations, dated 28th October, 1871, as to periodical returns to be made by the governors of gaols to the Registrar of Criminals, and as to the photographing of persons convicted of crime, and also the supplementary Regulations as regards the photographing of prisoners of the 15th March, 1872, are cancelled from the 1st April, 1877.

2. The governor of each prison is every Saturday to forward to the Registrar of Habitual Criminals, Home Office, Whitehall, a separate return of every habitual criminal about to be liberated from the prison in the following week. By "habitual criminal" is meant a person who, within the meaning of the Prevention of Crimes Act† (see Sections 7 and 20), is "convicted on indictment of a crime, a previous conviction

* See also Regulations under Section 8 of the Penal Servitude Act, 1891 (54 & 55 Vict. c. 69), dated June 20, 1896, as to measuring and photographing of prisoners, printed at p. 123 below. † 34 & 35 Vict. c. 112.

‡ 39 & 40 Vict. c. 23.

of a crime being proved against him." The return is to be made on form as annexed, or such form as may from time to time be issued by the Registrar of Habitual Criminals.

3. In addition, there are to be forwarded at the same time returns of any habitual criminals liberated during the current week, which for any reason have been omitted to be sent on the previous Saturday.

4. A photograph, made in accordance with the directions given in Circular of 3rd July, 1872, is to be sent with each form of return.

5. The name of the prisoner and the date are to be marked, reversed on the negative, so as to appear in a conspicuous position on the background of the portrait.

6. When such prisoner is going, on discharge, to reside in Scotland or Ireland, an additional return on a like form, with photograph attached, is also to be sent to the Registry of Criminals in Edinburgh or Dublin respectively.

7. As directed in the Circular, dated 1st June, 1876, when any habitual criminal who has been sentenced to police supervision is about to be discharged, information to that effect, accompanied by a photograph, is to be forwarded to the police authorities of the district in which he is going to reside seven days before he will be due for release. Forms for this purpose will be furnished by the Registrar of Habitual Criminals.

8. In order to secure accuracy and uniformity in the returns, instructions will from time to time be issued from the Habitual Criminals Registry, which are to be carefully followed.

R. Assheton Cross.

Home Office, Whitehall,
15th March, 1877.

REGULATIONS, DATED JUNE 20, 1896, MADE BY THE SECRETARY OF STATE UNDER THE PENAL SERVITUDE ACT, 1891,* SECTION 8, FOR THE MEASURING AND PHOTOGRAPHING OF CRIMINAL PRISONERS.

1896. No. 762.

1. Subject as herein-after mentioned, a criminal prisoner may be photographed and measured at any time during his imprisonment.

2. He shall be photographed either in the dress of the prison or in the dress he wore at the time of his arrest or trial, or in any other dress suitable to his ostensible position and occupation in life.

* 54 & 55 Vict. c. 69.

The photograph to be taken shall include a photograph of the full face, and a photograph of the true profile of the prisoner.

3. The measurements to be taken may include :—

- The length and breadth of the head.
- The length and breadth of the face.
- The length and breadth of the ears.
- The length of either foot.
- The length of the fingers of either hand.
- The length of the cubit and hand, either right or left.
- The span of the arms.
- The prisoner's height when standing.
- The prisoner's height when sitting.
- The size and relative position of every scar and distinctive mark upon any part of the body.
- The external filament of the fingers and thumbs of both hands—to be taken by pressing them, first upon an ink plate, and then upon paper or cardboard, so as to leave a clear print of the skin surface.

4. An untried criminal prisoner shall not be photographed or measured while in prison save by order of the Secretary of State, or upon an application in writing signed by an officer of police of not lower rank than superintendent, and approved by a justice of the peace, or in the metropolitan police district by the commissioner or assistant commissioner of police, and all such applications shall set forth that from the character of the offence with which the prisoner is charged or for other reasons, there are grounds for suspecting that he has been previously convicted, or has been engaged in crime, or that from any other cause his photograph and measurements are required for the purpose of justice.

5. When an untried prisoner who has not been previously convicted of crime shall have been photographed and measured under the preceding regulation, if he be discharged by the magistrate or acquitted upon his trial, all photographs (both negatives and copies), finger print impressions, and records of measurements so taken, shall be forthwith destroyed or handed over to the prisoner.

M. W. Ridley.

Home Office, Whitehall,
20th June, 1896.

PRISON, SCOTLAND.

1. *Prisons generally*, p. 1. | 2. *Convict Prisons*, p. 80.

1. Prisons Generally.

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| (a) <i>General Prisons</i> , p. 1. | (e) <i>Visiting Committees of Prisons</i> , p. 66. |
| (b) <i>Prisons for all Classes of Prisoners</i> , p. 2. | (f) <i>Alternative Prisons</i> , p. 70. |
| (c) <i>Prison Rules</i> , p. 2. | |
| (d) <i>Treatment of Criminal Prisoners</i> , p. 64. | |

(a) General Prisons.*

ORDER IN COUNCIL DECLARING BARLINNIE PRISON TO BE A GENERAL PRISON FOR SCOTLAND.

At the Court at Osborne House, Isle of Wight, the 25th day
of July, 1882.

PRESENT :

The Queen's Most Excellent Majesty in Council.

Whereas by the Prisons (Scotland) Act, 1877 (40 & 41 Vict. c. 53) it is provided that by Order in Council Her Majesty may declare any prison to be a general prison.

And whereas it has been represented to Her Majesty that it will be expedient that the buildings erected, and to be erected, at Barlinnie near Glasgow, in the county of Lanark, and which have been legalised for the purposes of a prison under the provisions of the said Prisons (Scotland) Act, shall be declared a general prison for Scotland.

Now, therefore, Her Majesty, by and with the advice of Her Privy Council, doth order, and it is hereby ordered, that the said prison of Barlinnie, near Glasgow, in the said county of Lanark, shall be a general prison for the confinement of all classes of criminal prisoners in Scotland.

C. L. Peel.

* See Order in Council as to Peterhead Prison, printed at page 80 below ; the general Prison at Perth was so constituted by 2 & 3 Vict. c. 42. s. 26 (repealed by 23 & 24 Vict. c. 105. s. 1).

(b) Prisons for all Classes of Prisoners.

RULE, DATED MAY 16, 1889, RENDERING ALL PRISONS IN SCOTLAND (WITH THE EXCEPTION OF PETERHEAD CONVICT PRISON) LEGAL PLACES OF DETENTION FOR ALL DESCRIPTIONS OF CRIMINAL AND CIVIL PRISONERS.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885 and 1887,† I do hereby order and direct that, from the date when this Rule becomes operative, the general prisons at Barlinnie and Perth, and the prisons of Aberdeen,‡ Ayr, Dundee, Edinburgh, Glasgow, Greenock, Inverary,§ Inverness,|| Kirkwall, Lerwick, Lochmaddy,¶ Maxwelltown, and Stornoway, shall be legal places of detention for all descriptions of criminal and civil prisoners.

Lothian.

Office of the Secretary for Scotland,
Whitehall, 16th May, 1889.

(c) Prison Rules.

RULES FOR PRISONS IN SCOTLAND, DATED JUNE 18, 1896, MADE BY THE SECRETARY FOR SCOTLAND, AS AMENDED BY RULES, DATED JUNE 12, 1900, AND FEBRUARY 25, 1901.††**

1896. *No. 634, as amended by 1901, Nos. 396 and 468.*

In pursuance of the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885 to 1889,†† I hereby make the following Rules for the government of prisons in Scotland, and with respect to visiting committees and the special classes of prisoners herein-after mentioned, and repeal all previous Rules made for these purposes.

* 40 & 41 Vict. c. 53.

† 48 & 49 Vict. c. 61; 50 & 51 Vict. c. 52.

‡ By Rule of January 23, 1891 (printed at page 79 below), the new prison of Aberdeen was substituted for this prison, and, by Order of April 30, 1891 (Statutory Rules and Orders, 1891, page 604), the old prison was closed.

§ Discontinued under Order dated August 31, 1899, printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 707.

|| By Rule of August 7, 1902 (printed in Statutory Rules and Orders, 1902, p. 364), the new prison of Inverness was substituted for this prison.

¶ Discontinued under Order dated April 3, 1891; printed in Statutory Rules and Orders, 1891, p. 603.

** The Rules of 1896 having been laid before both Houses of Parliament for forty days, came into operation on July 29, 1896.

†† These amending Orders are printed at length in Statutory Rules and Orders, 1901, at pp. 366, 377, respectively.

‡‡ 48 & 49 Vict. c. 61; 50 & 51 Vict. c. 52; 52 & 53 Vict. c. 16.

Definitions.

1. "Commissioners" in these Rules is to mean the Commissioners appointed under the Prisons (Scotland) Act, 1877.* Definitions.

2. "Convict" is to mean a prisoner sentenced to penal servitude or a revoked or forfeited licence-holder serving the remanet of a sentence of penal servitude.

3. "Ordinary prisoner" is to mean a prisoner committed under a warrant for examination or in order to trial and a prisoner under sentence to a period of imprisonment.

4. "Criminal prisoners" is to mean all prisoners who are not civil prisoners.

5. "Civil prisoners" is to mean all prisoners in custody for debts and taxes due to the Crown, not being fines or penalties inflicted on conviction of offences; prisoners detained on *meditatione fungæ* warrants granted at the instance of creditors for performance of civil obligations; prisoners *ad faciū præstandū*; prisoners under the Employers and Workmen Act, 1875, and prisoners until they find caution under writs of law-burrows.

6. "Subordinate officers" shall include all officers except the governor, matron, chaplain, medical officer, and visiting clergymen.

7. Rules in which the masculine gender only is used shall apply to females, unless they are inapplicable or inconsistent with any rules specially intended for females.

The Commissioners.

8. The Commissioners shall prepare and enforce such instructions as may be necessary for the regulation of all matters falling under their general powers of superintendence of prisons. General powers.

9. They are empowered to inquire into all breaches of regulations or other irregularities, and to take the proper steps for a remedy. They may suspend any officer of a prison and dismiss any subordinate officer. They may also defer, if they shall see fit, owing to the conduct of any officer, any annual increment of salary. The Commissioners are also empowered to adjust the periods and method of payment of the salaries of the officers, the conditions as to warning or otherwise under which they may leave the service, and the retention of portions of salary as deposit or fine.

10. They may hear and adjudicate on all reports against prisoners, and may award punishment in manner herein-after set forth. Powers of punishment.

* 40 & 41 Vict. c. 53.

Note.—The marginal rubrics are added for convenience of reference, and do not form part of the Rules.

11. Any power competent to a visiting committee may be exercised by the Commissioners.

Power to
remove
prisoners.

12. They shall have power by warrant under the hand of any one of them to remove prisoners sentenced to penal servitude or imprisonment from any prison in Scotland to any other in Scotland, and also in like manner to remove criminal lunatics from any prison in Scotland to the lunatic department of Perth General Prison.

Vacancies.

13. Whenever a vacancy occurs in the prison staff, the Commissioners shall arrange for the performance of the duties by the other officers. When in the judgment of the Commissioners this is not practicable or expedient, they may appoint a person to perform the duties *ad interim*, provided that the allowance to the person so appointed shall not exceed the minimum salary attached to the office.

Visiting Committee.

14. A visiting committee shall annually be appointed for every ordinary prison.

Constitution.

15. Such members of a visiting committee as are to be appointed by a county council shall be appointed at the general meeting of a county council held in the month of December.

16. Such members of a visiting committee as are to be appointed by the magistrates of a burgh shall be appointed at a meeting of the magistrates and council to be held in the month of November.

First meeting.

17. The members of a visiting committee shall continue to hold office until their successors shall have met and taken over their duties. The first meeting of a visiting committee shall be held at the prison, at noon, on the second Monday in the month of January.

Chairman.

18. They shall at their first meeting appoint a chairman, and make rules as regards their attendance at the prison for the purpose of carrying out the duties assigned to them. At this meeting they shall determine whether or not they shall delegate any of the duties laid by these rules upon the committee to one or more of their number.

Reports.

19. The chairman of the visiting committee shall report to the Secretary for Scotland the names and addresses of the members of the visiting committee immediately after the first meeting.

Vacancies.

20. The powers of such members of the visiting committee as are duly appointed shall not be affected by reason of there being vacancies on such visiting committee, whether such vacancies are owing to error or omission in the original appointment of the visiting committee, or to causes afterwards arising.

21. If for any reason the appointing authority fail to appoint the requisite number of members of a visiting committee at the time prescribed in the rules, the Secretary for Scotland may, if he think fit, empower such authority to make such appointment at a subsequent meeting to be named by him for the purpose.

22. If any vacancy in a visiting committee arises during the year from death, resignation, or other cause, the authority which appointed the member whose place is found to be vacant shall, at their first practicable meeting, appoint to such vacancy, and the appointment so made shall be as valid as if made at the time prescribed by the rules for the annual appointment of the visiting committee.

23. The chairman of the visiting committee shall forthwith report to the Secretary for Scotland the name and address of any member appointed under either of the preceding rules. Reports.

24. No member of the visiting committee shall have any interest in any contract made in respect of any prison of which he is on the visiting committee. Members disqualified to contract.

25. The members of the visiting committee shall be treated with the utmost respect and courtesy by every prison officer. Duties of prison officers to members.

26. They shall co-operate with the Commissioners in promoting the efficiency of the service, and shall make inquiry into any matter specially referred to them by the Secretary for Scotland or the Commissioners, and report their opinion thereon. Members to co-operate.

27. Should any abuses in connexion with the prison come to the knowledge of the visiting committee, or any of them, they shall take care that such abuses are brought to the notice of the Commissioners immediately, and in case of urgent necessity, they may suspend any officer of the prison until the decision of the Commissioners is made known. Abuses.

28. They shall keep in the prison a book of minutes of their proceedings, in which all minutes shall be recorded, and the same shall be open to the Commissioners, or their inspectors. Minute book.

29. Any member of the visiting committee may introduce a friend along with himself to inspect the prison. Visitors.

30. They shall hear and adjudicate on any report made by the governor of the misconduct or idleness of any prisoner. Powers of punishment.

31. If the governor shall represent to them that he has found it necessary to order a prisoner to be confined in a punishment cell for 24 hours, and that it is necessary that such prisoner be so detained for more than 24 hours, they may authorise such detention by order in writing, which shall specify the cause thereof, and the time during which the prisoner is to be so detained, which time shall not exceed 14 days.

- Reports, &c.** 32. They shall furnish such information with respect to the offences reported to them, and the punishments they award as may from time to time be required by the Secretary for Scotland or the Commissioners.
- Complaints to.** 33. They shall hear any complaint which any prisoner may desire to make to them; and, if necessary, report the same, with their opinion to the Commissioners, or take such steps with regard to the matter as they may from time to time be directed to take.
- Infirm prisoners.** 34. They shall attend to any report in writing which they may receive as to the mind or body of any prisoner being likely to be injured by the discipline or treatment to which he is subjected, and shall communicate their opinion to the Commissioners; if the case be urgent, they shall give such directions thereon as they may deem expedient, communicating the same to the Commissioners.
- Inspection of diets.** 35. They shall frequently inspect the diets of the prisoners and if they find that the quality of any article does not fulfil the terms of the contract, they shall report the circumstances to the Commissioners, and note the same in their minute book, and the governor shall thereupon take such steps as may be immediately necessary to provide the prisoners with suitable food.
36. They may allow all juvenile offenders, and in a case of urgency or importance any prisoner, additional letters or visits and may prolong the period of a visit.
- Books.** 37. They shall record their names in the register of visitors on entering a prison; and, before leaving, they shall state the result of their inspection in the inspection book.
38. They may inspect any of the books of the prison.
- Reports.** 39. They shall report to the Secretary for Scotland any matter with respect to which they may consider it expedient.
- Power to grant privilege.** 40. The visiting committee, before granting any permission which, by the following rules, they are authorised or required to grant, shall satisfy themselves that it can be granted without interfering with the security, good order, and government of the prison and prisoners therein, and if after it has been granted its continuance seems likely to cause any such interference, or the prisoner has abused such permission, or has been guilty of any misconduct, they shall have power to suspend or withdraw such permission.
- To untried prisoners.** 41. The visiting committee may, on the application of any prisoner awaiting trial, permit him to exercise separately or with selected untried prisoners, if the arrangements and construction of the prison permit it.
- Civil prisoners, &c.** 42. They may, on application from any untried or civil prisoners, prisoners convicted of sedition, or committed for contempt of court, or prisoners under the Civil Imprisonment

Act, 1882,* or prisoners under the Vaccination (Scotland) Act, 1863,† dispense with his attendance at divine service on Sundays and other days.

43. The visiting committee may also permit the governor to modify the routine of the prison in regard to any such prisoner so far as to dispense with any practice which, in the opinion of the governor, is clearly unnecessary in the case of that particular prisoner.

Powers to modify routine in certain cases.

44. The visiting committee may, by permission, prolong the period of the visit allowed to any such prisoners in any special case for special reasons. Further, they may for special reasons in each case permit any such prisoners to have an extension of the privileges of communicating with their friends either by visit or writing.

Visits to prisoners.

45. If any such prisoner who is out of health shall desire the attendance of his usual medical man, the visiting committee may, if they are satisfied that the application is *bonâ fide*, permit him to be visited by such medical man at his own expense, and to be supplied with medicine by him, proper precautions being in all cases observed to prevent abuse of these privileges.

Powers to permit medical visit in certain cases.

46. A person shall not, without an order from a member of the visiting committee, be permitted to visit a prisoner under order for execution, except as authorised by the rules in force at the time; and if such prisoner applies to the governor to be allowed to be visited by any person, the name of such person shall be forthwith submitted to the visiting committee.

Visits to prisoners under death sentences.

47. The visiting committee shall permit prisoners awaiting trial and prisoners convicted of sedition or seditious libel or committed for contempt of court, or civil prisoners and prisoners under the Civil Imprisonment Act, 1882,* or prisoners under the Vaccination (Scotland) Act, 1863,† to have supplied to them, at their own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or, in their absence, and pending their approval, in the opinion of the governor, of an objectionable kind, and such as they think proper to grant.

Powers to allow newspapers, &c.

48. The visiting committee, or in their absence, and pending their approval, the governor, shall, on the application of any such prisoner, permit him to wear his own clothing, provided that it is sufficient and fit for use; also if, having regard to his ordinary habits and condition of life, they think such special provisions should be made in respect to him, they shall permit any such prisoners—

To permit private clothing.

(1.) To occupy, on payment of a small sum fixed by the Commissioners, a room or cell specially fitted for such

Special cell.

* The Civil Imprisonment (Scotland) Act, 1882 (45 & 46 Vict. c. 42).

† 26 & 27 Vict. c. 108.

prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells.

(2.) To have, at his own cost, the use of private furniture and utensils suitable to his ordinary habits to be approved by the governor.

Powers to
authorise
assistance to
prisoners.

(3.) To have, on payment of a reasonable sum fixed by the Commissioners, the assistance of some person, to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

To extend time
of gas burning.

49. The governor may, with the approval of the visiting committee, allow the gas to remain burning for two hours after the ordinary time of extinguishing the lights in cells, in the cell of any such prisoner, to enable the prisoner to continue to read or write, or to work and follow his trade, provided any satisfactory ground exists for the allowance of such privilege. The governor to report to the Commissioners all cases in which he grants this privilege.

To allow food
from outside.

50. The visiting committee, or in their absence, and pending their approval, the governor may sanction that prisoners awaiting trial and prisoners convicted of sedition or seditious libel, or committed for contempt of court, or civil prisoners and prisoners under the Civil Imprisonment Act, 1882,* or prisoners under the Vaccination (Scotland) Act, 1863,† may supply their own food on giving due notice beforehand, at the time required; but the governor shall not permit such prisoner to receive any prison allowance of food at any meal for which he procures or receives food at his own expense, but such articles of food shall be received only at such hours as may be laid down from time to time, and they shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

To aid in
disposal of
gratuities.

51. The visiting committee are to give such assistance as may be in their power towards securing the proper disposal of any gratuities which may be earned by prisoners, especially in places where there is no Discharged Prisoners' Aid Society, according to such instructions as may from time to time be issued.

To name a
reformatory.

52. When any youthful offender, imprisoned in a prison, has been sentenced to be sent to a reformatory school, and the particular school to which he is to be sent is not named at the time of his sentence being passed, or within seven days thereafter, by the court, justices, or magistrate who sentenced him, then any member of the visiting committee may, at any time before the expiration of the term of imprisonment, name the school to which he is to be sent, provided that he shall endeavour to ascertain the religious persuasion to which the

* The Civil Imprisonment (Scotland) Act, 1882 (45 & 46 Vict. c. 42).
† 26 & 27 Vict. c. 108.

youthful offender belongs, and, so far as is possible, select a school conducted in accordance with such religious persuasion, and shall specify such persuasion in his order.

53. If the parent, step-parent, or guardian, or if there be no parent, step-parent, or guardian, then the nearest adult relation of any youthful offender who has been sent or is about to be sent to any certified reformatory school which is not conducted in accordance with the religious persuasion to which the offender belongs, shall apply to a member of the visiting committee of the prison to which the offender was committed, to send or to remove such offender to a certified reformatory school conducted in accordance with the offender's religious persuasion, such member of the visiting committee shall, upon proof of such offender's religious persuasion, comply with the request of the applicant, provided—

To alter reformatory.

- (1.) That the application be made before the offender has been sent to a certified reformatory school, or within thirty days after his arrival at such school.
- (2.) That the applicant show, to the satisfaction of such member of the visiting committee, that the managers of the school named by him are willing to receive the offender.

54. Any other duties assigned to them in the special rules for the time being in force with respect to special classes of prisoners, and in the general rules for the time being in force for the government of prisons, shall also be discharged by the visiting committee.

General duties.

Lady Visitors.

55. Any ladies who desire to visit the female prisoners for the purpose of religious instruction or reformation shall be approved of by the Commissioners, and while within the prison shall respect the rules and arrangements for discipline and order; and the governor shall be entitled to exclude any visitor who fails to comply with this instruction, reporting at once to the Commissioners.

Lady visitors.

56. In case of inability on the part of the visitor to attend the prison from illness or other cause, no substitute shall be admitted by the governor without the special written approval of the visiting committee. In the event of a substitute being required for a longer period than one month, the approval of the Commissioners must be applied for.

57. Visits shall be made at the specified times, and on days and hours fixed by the governor, so as to interfere as little as possible with the discipline, the work, the secular education, and the exercise of prisoners.

*Officers Generally.***Tenure of office.**

58. Every officer of a prison shall hold his office during pleasure, and shall be liable to dismissal either immediate or with such warning as may be ordered.

Duties and responsibilities.

59. All officers will be held responsible for being fully acquainted with the rules and orders relating to their respective duties.

Illness.

60. An officer, if prevented from attending to his duties by illness, shall communicate the circumstance without delay to the governor, or officer acting for him.

Private interest prohibited.

61. All officers must understand that their prospects of promotion depend on their qualifications for, and their conduct in, the performance of their duties, and any officer who may attempt to bring private interest to bear for the purpose of influencing the Commissioners to promote him, will be considered as having disqualified himself for the promotion which he may thus have sought to obtain.

Restrictions on communications.

62. An officer shall not make any unauthorised communication concerning the prison or prisoners to any person whatever, and shall not without authority communicate to the public press information derived from official sources or connected with his duties or the prison, and any such communication by an officer without authority will be regarded as a breach of confidence and will render him liable to dismissal.

Publications by.

63. An officer shall not publish any book or treatise on matters relating to the prison department, compiled or prepared from sources to which he has had access in his official capacity without the sanction of the Secretary for Scotland, and no officer is at liberty to publish or communicate to persons not members of the establishment official information of any kind.

Fees, &c., prohibited.

64. An officer shall not directly or indirectly have any interest in any contract or agreement for the supply of the prison; nor shall he receive, directly or indirectly, under any pretence whatsoever, any fee or gratuity or present from any contractor, or person tendering for any contract with the establishment, or from any person whatever in relation to anything connected with the service of any prison.

Other offices.

65. An officer shall not hold any office which, in the opinion of the Commissioners, interferes with the performance of his duties.

Absence.

66. Officers may not be absent from duty without leave, and such leave may not be granted unless provision is made for the performance of their duties during their absence.

Debt, &c.

67. Serious pecuniary embarrassment will be regarded as impairing the efficiency of an officer, and such embarrassment, if occasioned by imprudence or other reprehensible cause, will

be held to be an offence affecting the trustworthiness of the officer and the respectability of the service, and the officer embarrassed will forfeit his claim to promotion or increase of pay until free from such embarrassment, or be more severely dealt with according to the circumstances of the case.

68. An officer becoming a party to an accommodation bill, under any circumstances, will be treated in the same way as an officer whose pecuniary embarrassment is an offence. Accommodation bills.

69. Any officer against whom proceedings may be taken with a view to bankruptcy shall at once make known the fact to the Commissioners. Bankruptcy.

70. Any officer desiring to appeal against any decision which affects him, or wishing to bring any matter before superior authority, will without unnecessary delay state his complaint through the proper channel, for the consideration of the Commissioners. Appeals by.

71. Every officer shall be careful not to allow any prisoner under his charge to be employed, directly or indirectly, for the private benefit or advantage of any person in any way not in conformity with the rules and instructions.

72. Officers shall not take any key of the prison outside the gate.

73. Officers shall carefully and impartially keep such records as may be ordered, and shall afford at all times to their superiors unreserved information on any matter referred to them. Records

74. Officers provided with quarters shall occupy such as may be assigned to them. Quarters.

75. The prison premises occupied by officers shall at all times be open to the inspection of the Commissioners or such officers as may be deputed by them.

76. If there be ground attached to any premises in the occupation of an officer, such officer shall cultivate it and keep it in tidy order at his own expense. Gardens.

77. No officer shall take or keep any dog within the prison walls. Dogs.

78. All applications by officers to the Secretary for Scotland shall be forwarded through the proper channel to the Commissioners, and will be submitted by them. Applications to Secretary for Scotland.

The Governor.

79. The governor shall strictly conform to the law relating to prisons and to the rules thereof, and to all instructions given by or through the Prison Commissioners. He, as head of the establishment, shall be responsible for the due observance of such laws, rules, and instructions by the other officers General duties.

of the prison, and he shall be the channel of communication with the Commissioners, in the absence of special instructions by the Commissioners to the contrary.

Emergencies,
&c.

80. The governor shall freely and confidentially communicate with the Commissioners on all matters relating to the prison, and report any occurrence of importance, and, in case of any emergency not sufficiently provided for in the rules, he shall apply to them, and conform to their orders; acting, if necessary, in the meantime, to the best of his own judgment, according to the circumstances of the case.

81. The governor may at any time offer any suggestion for improvements or for the advantage of the service.

Orders,
through.

82. All orders or communications having reference to any department of a prison shall be addressed to the governor as the responsible head of the establishment, whose duty it shall be to communicate them as the orders of superior authority to all officers of the department concerned, and they shall be obeyed in the same manner as if addressed to those officers themselves.

Absence.

83. The governor shall reside in the house assigned to him, and shall not, without permission in writing from the Commissioners, be absent from it for a night, except from unavoidable necessity. If from unavoidable necessity he shall be absent for a night, and shall not have been able to obtain leave for such absence, he shall at once inform the Commissioners of the fact, and the cause of it, and shall record the same in his journal. He shall also enter his leave of absence, with the authority for it, in his journal. Before leaving the prison at any time, he shall give over the charge of it to the senior warder or other warder specially selected by the governor and approved by the Commissioners.

84. When the governor is absent from the prison, the senior warder, or other warder specially selected by the governor and approved by the Commissioners, shall perform all his duties, and on such occasions the officer so acting shall be competent to perform any duty required to be performed by the governor. In these circumstances, the charge of the prison shall be regularly delivered over by the governor; but the omission of such delivery shall not justify such warder in neglecting the charge, if he shall be aware that the governor is actually absent from the prison.

Illness.

85. The governor, if prevented from attending to his duties by illness, shall communicate the circumstances without delay to the Commissioners.

Journal.

86. The governor shall keep a journal, written with his own hand, and record in it every occurrence of importance, with the hour thereof. The entry shall be made within 12 hours of the occurrence. He is specially to record in it all serious

acts of irregularity or misconduct which may have occurred in the prison; every occasion on which he admits a visitor on his own responsibility; every occasion on which he permits a prisoner to write a letter or receive a visit out of due order, with the reason; every suppression of a letter to or from a prisoner, with the reason; every occasion on which an officer of the law with a warrant, or any person having authority, is admitted into the prison during the time when it is by regulation closed for external business; every visit made by himself to the prison at night; the names and dates of officers joining or leaving the service; the visits of Commissioners, members of the visiting committee, sheriffs or justices visiting officially, and inspectors; also all cases of prisoners placed under restraint, and such other things as may be directed.

87. If the governor shall omit to perform any duty or routine prescribed, he shall record such omission in his journal, with the cause thereof.

88. The governor shall be responsible for the safe custody of all books and documents required to be kept. Documents.

89. The governor shall take care that proper precautions against fire are adopted, and that the appliances for the extinction of fire are at all times kept in good order and ready for use. He shall take care that instructions are given as to the steps to be taken in case of fire, and that the officers concerned are acquainted with their duties on such occasions. Prevention of fire.

90. The governor shall exercise a rigid supervision over every detail of expenditure with a view to economy, and shall avoid carefully and habitually even in the smallest matters any outlay which is not clearly justified by the exigencies of the service. He shall carefully examine all demands submitted by the respective officers before signing and forwarding them for approval. Economy.

91. The governor shall frequently inspect the articles supplied for the food of the prisoners or for the service of the prison; and in case of any question as to the quantity or quality of any article, he shall cause the same to be surveyed by such officers of the prison as he may think fit, of whom, in the case of any article of food, the medical officer shall, if possible, be one; and upon the report of such officers he shall give such directions as may appear to him to be necessary, recording the same in his journal. Prisoners' diet.

92. The governor shall consult the medical officer respecting the quality of the provisions furnished to the prisoners. Provisions.

93. The governor shall see that the dietaries for the several classes of prisoners provided by the rules are regularly carried out, and he shall examine the diets issued to the prison, and satisfy himself that the food has been properly cooked. Diets.

Inspections.

94. The governor shall, at least once during the week, inspect the prison at an uncertain hour of the night and visit the patrols, which visits, with the hour and state of the prison at the time, the governor shall record in his journal.

Ventilation,
&c.

95. The governor shall pay attention to the ventilation, drainage, and sanitary condition of the prison, and take such measures as may be necessary for their being maintained in perfect order.

Sanitation.

96. The governor shall frequently examine and see that the washing-places, baths, and other provision for purposes of cleanliness are in efficient working order, and he shall impress upon officers the duty of reporting at once any defect by which these arrangements do not effect their proper object.

Locks.

97. The governor shall assure himself that all gates are locked at the proper times, and that all keys of the prison are kept in the authorised place or in the possession of the authorised officers, and he shall not allow any key of the prison to be taken outside the gate without authority.

Order book.

98. The governor shall enter in an "order book" all his orders relative to the management and discipline of the prison, and shall cause such orders to be communicated to the proper officers. All absences on leave shall be recorded in this book, and also the employment of any temporary officers.

99. Any alterations in the management or discipline of the prison ordered from time to time by the Commissioners will be published in the governor's order book.

Closing of
prison.

100. The governor shall not allow any person except the authorised officers to pass into or out of the prison from the time the gates are locked for the night until the hour appointed for opening the prison on the following morning, unless for special reasons, which latter shall be entered in his journal.

Search.

101. The governor shall have power to examine all persons and vehicles going in or out of the prison, and he may exclude any person who may refuse to be examined.

Visitors.

102. The governor shall have power to remove from the prison any visitor to the prison or to a prisoner whose conduct is improper, recording the same in his journal.

Warrants.

103. The governor is responsible for giving effect to all warrants issued and delivered to him by competent authority.

Reception of
prisoners.

104. The governor shall receive no person into the prison as a prisoner unless such prisoner is brought to the prison with :—1st, the written warrant under which he is committed to prison, or a duplicate, or an extract thereof ; and 2nd, the proper authority for his removal in the case of a prisoner removed from another prison.

105. The governor shall admit procurators-fiscal or their authorised deutes in the discharge of their public duty to see and examine any prisoner confined in any prison, also officers of police for the purposes of identification on production of an order signed by the procurator-fiscal in charge of the case or by the chief constable or other officer in command of the police.

Pro.-Fiscals,
&c.

106. When any prisoner has been served with an indictment or other notice of trial, or is committed for further examination, it shall be the duty of the governor to inquire whether he is desirous of the services of the agent for the poor or other law agent ; and if so he shall immediately send written intimation to the agent for the poor or other law agent to that effect.

Agents.

107. The governor, when required by the visiting committee, shall afford to them full information on matters connected with the prison, and shall give them free access to all parts of the prison, and to all prisoners, and shall submit the prison books for their inspection.

Visiting
committee.

108. The governor shall keep a book in which any sheriffs or justices visiting officially may insert any remarks they may wish to make, and shall transmit to the Commissioners a copy of any entries so made.

Sheriffs and
justices visit-
ing.

109. The governor shall, on the occasion of a visit by a Commissioner, member of the visiting committee, sheriff or justice visiting officially, or inspector, inform them of any prisoner who desires to see them.

Prisoners
desiring to see
visiting
authorities.

110. The governor shall bring immediately to the notice of the visiting committee and of the Commissioners the case of any juvenile prisoner of tender years who may be under a sentence of imprisonment, in order that they may, if they think fit, report the same to the Secretary for Scotland.

Juveniles.

111. The governor shall afford every facility to the Commissioners in Lunacy when visiting prisons, and every such visit shall be reported to the Commissioners in the weekly reports from the prison.

Commissioners
in Lunacy.

112. The governor shall see every sick prisoner, and visit the infirmary daily, and shall see that proper arrangements are made for the safe custody of the sick prisoners, and that discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support the medical officer in the performance of his duties.

Sick prisoners.

113. The governor shall notify to the medical officer without delay the illness of any officer or prisoner, and shall furnish to him daily lists of the officers and prisoners reported sick in the prison.

Notification to
medical officer.

Recommendation of medical officer.

114. The governor shall carry into effect the written recommendation of the medical officer for the alteration of the discipline or treatment of any prisoner, or for the supply of any additional articles to any prisoner on medical grounds.

Infectious diseases.

115. The governor shall carry into effect the written recommendation of the medical officer for separating from the other prisoners any prisoner labouring under any infectious or contagious disease, or who is suspected thereof; and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

116. When the case is one for removal, the governor shall make a summary application, in name of the Commissioners, to the sheriff, as prescribed by Section 72 of the Prisons Act, 1860,* and report the circumstances to the Commissioners.

Special nurse.

117. The governor shall, on the requisition of the medical officer that the services of a special nurse are required temporarily to attend a prisoner, take steps to provide a suitable person for the special purpose, reporting the fact to the Commissioners.

Prisoners in danger.

118. The governor shall, without delay, report to the Commissioners any case in which the medical officer shall be of opinion that the life of any prisoner will be endangered by further imprisonment, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline; and when the case is one for immediate removal, he shall make a summary application in name of the Commissioners to the sheriff as prescribed by Section 72 of the Prisons Act of 1860,* and report the circumstances to the Commissioners.

Dangerous illness.

119. In any case in which the sickness of any prisoner shall, in the opinion of the medical officer, have assumed an aspect of danger, the governor shall, whenever practicable, inform the relatives of such prisoner thereof, and that they are at liberty to visit the prisoner, unless special reasons to the contrary exist, which he will report.

Death of prisoners.

120. Upon the death of any prisoner in his custody the governor shall give immediate notice thereof to the Commissioners to the procurator-fiscal of the district, to one of the visiting committee, and, when practicable, to the nearest relatives of the deceased.

Inquest.

121. The governor shall report to the Commissioners after any inquest on a prisoner, any special finding of the sheriff or other circumstances which may occur at the inquest.

Insanity of prisoners.

122. The governor shall, without delay, report to the Commissioners and to the visiting committee and the Commissioners in Lunacy any case of insanity or apparent

* The Prisons (Scotland) Act, 1860 (23 & 24 Vic. c. 105).

insanity occurring among the prisoners, and take such steps as may be within his power to have all such insane prisoners removed from the penal department of a prison.

123. When a prisoner has been certified insane, in terms of Section 6 of 34 & 35 Vict. c. 55.* the governor shall, in the case of untried prisoners, report the circumstance to the Commissioners and to the procurator-fiscal, and if the case is very urgent, he shall, with the approval of the procurator-fiscal, make the necessary application to the sheriff for the prisoner's removal to an asylum, in terms of the above Act. When the prisoner is under sentence the case shall be immediately reported to the Commissioners, for instructions, if necessary by telegraph.

124. The governor shall take care that no prisoner is subjected to any punishment which the medical officer is not satisfied he is capable of undergoing, and he shall see that the regulations regarding restraint are strictly observed.

Precaution in punishment.

125. Previous to the removal from prison of any prisoner certified to be insane, the governor shall send notice thereof to the Commissioners, to the Commissioners in Lunacy, to the procurator-fiscal, and to the inspector of poor, specifying, in the case of prisoners under sentence, the day and hour when the prisoner's sentence expires, and when payment for his maintenance shall cease. These notices shall be sent at least 24 hours before the hour fixed for removal.

Removal of insane prisoners.

126. The governor shall daily provide for the medical officer a list of prisoners under punishment.

Prisoners under punishment. Religion and education.

127. The governor shall assist with his influence and authority the exertions of the chaplain for the reformation of the prisoners, and he shall see that the regulations for the education of prisoners are carried out.

128. The governor shall notify to the chaplain or visiting clergyman the case of any prisoner whose life is in danger, or whose state of mind appears to require his attention. He shall also provide the chaplain daily with a list of prisoners under punishment.

Special cases for chaplain.

129. The governor shall keep all visiting clergymen informed of the prisoners belonging to their denomination.

Visiting clergymen.

130. The governor shall on each Sunday be present, once at least, at divine service, unless prevented by some duty, and every omission, and the cause thereof, shall be inserted in his journal.

Divine service.

131. If no clergyman shall be present as a substitute in the absence of the chaplain on a Sunday, the governor shall, in such an emergency, read prayers from the book of prayers supplied for the use of Presbyterian prisoners, and he shall record the fact in his journal.

Absence of chaplain.

* The Criminal and Dangerous Lunatics (Scotland) Act, 1871.

Discharge of
prisoners.

132. The governor shall use his endeavours, by communicating with discharged prisoners' aid societies and otherwise, to assist in providing prisoners with employment on their discharge in order to prevent them from falling again into crime.

133. Friends and relations of prisoners likely to take a benevolent interest in them on liberation, and be of use to them in finding work or otherwise, may be informed by the governor of the day and hour when they will leave the prison.

134. The governor shall take measures to secure that every convict or prisoner who is discharged from prison, either under a licence or subject to police supervision or other liability, shall, on his discharge, be made fully acquainted with his obligations and liabilities under the Prevention of Crimes Acts, 1871 and 1879,* and as amended by the Penal Servitude Act of 1891.†

Officers.

135. The governor shall observe the conduct of the prison officers, and enforce on each of them the due execution of his duties, and shall not permit any subordinate officer to be employed in any private capacity, either for himself or for any other officer of the prison, or for any prisoner.

136. The governor shall assure himself by his own inspection or by reports made to him of the presence and fitness for duty of all officers told off for duty.

137. The governor shall notice the state of health of officers and their ability to perform their duty, and call upon the medical officer to examine such as appear unequal to perform the full duties of their office.

138. When any subordinate officer is found by the governor to be unfit for the full duties of his office, he shall immediately report the circumstance to the Commissioners.

139. The governor shall make such reports as may be directed relative to the character and conduct of officers, and to their ability and fitness to perform their duties.

140. On occasions when the governor considers it necessary to report to the Commissioners any irregularity on the part of an officer of the prison, the charge made should be in writing, and should have on the margin of the paper containing the charge any statement in reply by the officer; when the charge implicates any of the superior officers, the governor shall report for the instructions of the Commissioners before submitting it for the reply of the officer.

141. The governor shall have power to suspend any officer, and shall report the particulars without delay to the Commissioners.

* 34 & 35 Vict. c. 112; 42 & 43 Vict. c. 55. † 54 & 55 Vict. c. 69.

142. The governor shall forward to the Commissioners without delay any report or complaint which any officer of the prison may desire to make to them, and shall on no account suppress it, but he may offer any explanation with it which it may seem to require.

143. The governor shall take an early opportunity of seeing all prisoners after their admission, and satisfying himself that they understand the rules and regulations to which they are required to conform, the privileges they may gain by industry and good conduct, and the consequences of idleness and misconduct.

Prisoners to understand rules.

144. The governor shall cause an abstract, prepared by the Commissioners, of such of the rules as relate to the treatment and conduct of prisoners, to be placed in the cells; and a copy of all rules shall be posted in a conspicuous part of the prison and he shall satisfy himself that the prisoners understand the same.

145. The governor shall, on each week day, visit and inspect, as far as practicable, the cells, yards, and divisions of the prison, also the bakehouse, kitchen, and workshops, so as to see every prisoner. He shall see every cell or other place in which any prisoner is undergoing punishment or special discipline, or charged with any offence. It shall be his duty daily to visit all prisoners while employed on public works, and see that they are industrious, and that all orders respecting the application of labour are duly enforced; and in default of such daily visits and inspections, he shall state in his journal how far he has omitted them, and the cause thereof.

Daily inspections.

146. The governor shall at every visit to the part of the prison in which female prisoners are located, be attended by a female officer.

Visits to female portion of prison.

147. The governor shall take every opportunity of impressing on the prisoners that the particulars of their conduct are noticed and recorded, and that whilst no effort at good conduct and industry on the part of a prisoner will be disregarded, every act of wilful misconduct will be equally noted, and in case of a convict will tend to prolong the period of his detention under penal discipline.

Prisoners.

148. The governor shall hear the reports against prisoners every day at such hour as shall be most convenient.

Reports.

149. The governor may award to prisoners punishments as provided under rules for prison offences, recording the same in such manner as may be ordered.

Punishments.

150. The governor shall see that every prisoner in a punishment cell shall be visited during the day at intervals of not more than three hours by an officer.

151. Every punishment of a prisoner, except those awarded by the Commissioners or visiting committee, is to be awarded by the governor, and intimated by him to the prisoner to be punished.

Separation of
prisoners.

152. The governor shall enforce the observance of silence throughout the prison, and prevent all intercourse or communication between the prisoners, so far as the conduct of the business of the prison, or the labour of the prisoners, will permit, and shall take care that all necessary and unavoidable intercourse or communication between them shall be conducted in such manner only as he shall from time to time direct.

Employment.

153. The governor shall promote the useful employment and industrial training of the prisoners, and shall take steps to prevent the possible contamination by habitual criminals of prisoners under a first sentence.

Condition of
prison labour.

154. The governor shall take care that the labour of all the prisoners is made use of in such a way as to be to the best advantage to the public service, having regard to the maintenance of proper discipline, and shall not permit the employment of any prisoner in any private work whatever for himself or for any other officer of the prison, nor for any person in any way contrary to the rules and instructions.

Work by civil
and untried
prisoners.

155. The governor shall be sole judge of the net profit of the work done by civil prisoners and untried prisoners, and of the deductions to be made for the use of tools, the cost of carriage, the loss from spoiled work, the risk of bad debts and otherwise.

Prisoners'
complaints.

156. The governor shall take care that every prisoner having a complaint to make or request to prefer to him shall have ample facilities for doing so, and he shall redress any grievance, or take such steps as may seem necessary, recording the same in the appointed manner.

Letters to
authorities.

157. The governor is to see that every prisoner intimating his desire to write a letter of request or complaint to the Secretary for Scotland or the Commissioners, be supplied with paper for the purpose, and that every such letter be immediately posted. The governor shall forward, along with the letter, a report giving particulars of the prisoner's history and conduct, and any remarks he may wish to make. If the prisoner closes the envelope (which he shall be entitled to do), it shall be forwarded unopened.

Visitors.

158. Excepting under special circumstances, and as permitted by his instructions, the governor shall not allow any person, except those who are authorised by statute to visit, or those authorised by the rules to enter the prison, to hold any communication with a prisoner, without a written order from the Secretary for Scotland or a Commissioner.

159. The governor shall take every precaution to prevent the escape of prisoners and shall take care that all officers are well instructed as to their responsibility in this respect and vigilant in fulfilling it. Escapes.

160. The governor shall require reports to be made accounting for all prisoners in custody night and morning, at the closing and opening of the prison respectively, at such hours as they go to and return from labour, and at such other times as may be necessary.

161. The governor shall report all escapes by letter to the Commissioners and the visiting committee, giving full particulars, as well as prisoner's age, offence, sentence, and the court by which the prisoner was convicted. He shall also inform the Crown Agent of the escape.

162. The governor shall use his best endeavours to assist in the identification of prisoners, and with that object shall furnish to the governors of other prisons, and to the police, any information in his power. Identification.

163. The monthly report by the governor to the sheriff of the county of the name and designation of every civil prisoner and the ground of and warrant for his imprisonment, and the period for which he has been detained required by Section 10 of the Debtors (Scotland) Act, 1880,* shall be made out and posted, addressed to the sheriff of the county, to the care of the sheriff-clerk, at his principal office in the county. Civil prisoners.

164. The governor shall give every assistance in his power to provide a reformatory for children sent to prison prior to detention in a reformatory. The duty of naming the particular reformatory may be performed by the magistrate pronouncing the sentence, either at the time of sentence, or within seven days thereafter, or it may be performed by any member of the visiting committee, if the magistrate has not named the particular school within that time. It is desirable therefore that when children are brought to prison under a sentence of imprisonment, and subsequent detention in a reformatory, the governor shall, if the reformatory is named, at once send intimation to that institution. If the reformatory is not named, the governor shall ascertain whether steps are being taken by the magistrate to name the reformatory, and if not, shall at once communicate with the clerk or any member of the visiting committee, that such member may, on the expiration of seven days from the sentence, name the reformatory. In all cases communication should be held with the reformatory proposed to be named before the actual nomination. In the event of the governor receiving notice from the reformatory named in the sentence that the case cannot be received, he shall at once communicate with the procurator-fiscal, or clerk Reformatories.

* 43 & 44 Vict. c. 34.

of the court which has pronounced the sentence, that another reformatory may be named before the expiration of the term of preliminary imprisonment.

Letters.

165. The governor or an officer detailed by him for the purpose, shall read every letter addressed to or written by a prisoner, except those addressed to the Secretary for Scotland, to the Commissioners, or to the visiting committee, and every such letter shall be marked with the initials of the governor, or officer acting for him, as the case may be. The governor shall use his discretion in communicating to or withholding from a prisoner at any time the contents of any letter addressed to such prisoner; but every case in which he may think it proper to withhold a letter which, according to the rules, might be communicated to or written by a prisoner, shall be noted by him in his journal, informing the prisoner.

166. The governor may at any time communicate to a prisoner or to his friends any matter of importance to such prisoner.

The Matron.

General duties.

167. The matron is, under the governor, superintendent of the whole female department of the prison, and her subordinates will take her orders as if they came from the governor.

168. The matron shall, on each week day, visit and inspect, as far as practicable, the cells, yards, and divisions of the females' portion of the prison, so as to see every prisoner daily. She shall see every cell or other place in which any female prisoner is undergoing punishment or special discipline or who is charged with any offence. It shall be her duty to visit all prisoners and see that they are industrious, and that all orders respecting the application of labour are duly enforced; and in default of such daily visits and inspections she shall state in her journal, where she is required to keep one, how far she has omitted them and the cause thereof. She shall also frequently inspect the apartments occupied by the female officers.

169. The senior female discipline officer, or other warder specially selected by the governor and approved by the Commissioners, is to represent the matron in her absence.

170. The matron shall on each Sunday be present once at least at divine service with the prisoners unless prevented by some sufficient cause.

171. The matron shall attend the governor when he visits the females' prison.

172. The matron shall take care that no male officer or visitor enters the division of the prison allotted to females unless accompanied by herself or some other female officer.

The Chaplain.

173. The chaplain shall conform to the rules and regulations of the prison, and shall not interfere with the working of them as regards the safe custody, discipline, and labour of the prisoners, but shall support the governor in the maintenance thereof. General duties.

174. When resident the chaplain shall occupy the house allotted to him by the Commissioners. House.

175. The chaplain shall keep a journal of occurrences of importance connected with his duties, and enter therein such matters as may be directed; recording also the time of his arrival at and departure from the prison, as well as of his presence in the chapel and the duties performed, and shall keep such other records as may be ordered. Journal.

176. The chaplain shall call the attention of the governor and medical officer to the case of any prisoner whose mental condition in his opinion requires their notice.

177. The chaplain shall report periodically, and from time to time, for the information of the Commissioners, on such points connected with his department as he may think it desirable to bring before them, or as they may from time to time direct. Reports.

178. The chaplain may at any time offer any suggestion for improvements or for the advantage of the service.

179. The chaplain shall at once communicate to the governor or to the Commissioners any abuse or impropriety in the prison which may come to his knowledge.

180. In case of absence from the prison on leave, the chaplain shall, if required, name a substitute to be approved by a Commissioner. He may, subject to the approval of the governor, accept the occasional assistance of a clergyman in the discharge of any part of his duties in the chapel, inserting the name of such clergyman in his journal. Substitutes.

181. When a chaplain, giving his whole time to his duties, is absent on leave (other than sick leave) granted by the Commissioners, a substitute (for a total period not exceeding 42 days) will be provided for him if required, who will be subject to these rules; but in other cases the chaplain shall nominate, with the approval of the Commissioners, a substitute to act for him in his absence. Leave.

182. The chaplain shall use his best endeavours to promote the reformation of the prisoners under his spiritual charge. Duties.

183. The hours of attendance of chaplains shall be such as may be laid down in each case by the Commissioners. Hours.

184. The chaplain shall conduct divine service once at least on each Sunday, and where the prisoners cannot all be assembled at the same time separate services shall be held.

185. The chaplain shall under the governor have a general charge of the educational department, and of the prison library, and, so far as regards their educational duties, the scripture readers and the teachers shall be under his supervision.

Prisoners.

186. The chaplain shall see and admonish the prisoners on admission and discharge, especially all committed for the first time. This rule does not apply in the case of prisoners visited by a prison visiting clergyman.

187. It shall be the duty of the chaplain to devote individual attention to all juvenile offenders, and in conjunction with the visiting committee and the Discharged Prisoners' Aid Society, to make every possible provision for their protection and care on discharge.

Visits.

188. The chaplain is expected to allot a considerable portion of his time, to visiting, admonishing, and instructing the prisoners, and shall attend at all reasonable times any prisoners who may require spiritual advice and assistance.

189. The chaplain shall see in their cells all the prisoners in confinement, if possible, once each week, and on the occasion of each visit to the prison he shall see all prisoners on the sick list and those under punishment.

Change of religious register.

190. A prisoner will not be allowed to change his religion as registered except in any special case in which a Commissioner shall be satisfied after due inquiry that the change is proposed from conscientious motives, and is not sought from any idle whim or caprice, or from a desire to escape from any prison regulations.

Discharged prisoners.

191. The chaplain shall, in conjunction with the governor, use his best endeavours to provide for the employment of prisoners on discharge.

Prisoner's friends.

192. The chaplain shall consult the governor and obtain his consent before communicating with a prisoner's friend during his imprisonment.

Visiting clergyman.

193. If any prisoner who is of a religious persuasion different from that of the Established Church shall specially request that a minister of such persuasion may be allowed to visit him, the governor may permit it at proper and reasonable times.

194. A prison visiting clergyman appointed to attend any prison shall be kept informed of prisoners of his persuasion, and with such other particulars respecting them as may be necessary for the performance of his duties, but he shall not hold communication with any prisoners other than those of his own persuasion.

195. Such prison visiting clergyman shall himself conform to the rules of the prison, and shall not interfere with the

working of them, as regards the security, discipline, and labour of the prisoners, but shall support the governor in the maintenance of discipline and order.

196. The prison-visiting clergyman shall conduct divine service for the prisoners belonging to his persuasion at such times and in such places as may be fixed.

197. Such prison-visiting clergyman shall give such information to the Commissioners regarding his attendance and duties as they may require for the completion of the information furnished by the chaplain's reports.

198. Convenient hours shall be named by the governor during which a prison-visiting clergyman shall have access to prisoners of his persuasion for the purpose of affording to them religious instruction.

199. In case of inability to attend the prison from illness or other cause, a prison-visiting clergyman may nominate a deputy, with the approval of the Commissioners, to act for him during his absence.

200. A prison-visiting clergyman shall, so far as may be practicable, see and admonish every prisoner of his persuasion, both on admission and on discharge.

201. A prison-visiting clergyman shall visit the sick prisoners of his persuasion, and those who are under punishment or under special discipline, as the exigencies of each case may require.

202. A prison-visiting clergyman shall have access to the catalogue of books to be issued to prisoners, and no book to which he makes objection shall be issued to any prisoner of his persuasion. Library books.

203. A prison-visiting clergyman shall consult the governor, and obtain his consent, before communicating with a prisoner's friends, during his imprisonment.

204. When any person professing to be a clergyman desires access to a prisoner of his own denomination, the governor, if satisfied that his statement is true, is to give him access to such prisoner, unless he sees reason to the contrary, which he shall record in his journal; but such access shall be at such times, and subject to such conditions, as may be prescribed by any instruction of the Commissioners. Visits by other clergymen.

Medical Officer.

205. The medical officer shall have the general care of the health of the prisoners: and shall make known to the governor, and, if necessary, report to the Commissioners, any circumstance connected with the prison, or the treatment of the prisoners, which shall at any time appear to him to require consideration on medical grounds. He shall also attend General duties.

the families of officers and servants of the prison, subject to such conditions and limitations as may be prescribed by the Commissioners.

206. The medical officer shall himself conform to the rules and regulations of the prison, and shall support the governor in the maintenance of discipline and order, and the safe custody of the prisoners, and he will draw the attention of the governor to the case of any officer whose state of health appears to him to require notice.

207. The medical officer shall keep a journal, in which he shall record such matters connected with his duties as may be directed.

208. The medical officer shall enter in the English language, day by day, in a book to be kept at the prison, an account of every sick prisoner, the name of his disease, a description of medicines and diet, and any other treatment which he may order for such prisoner.

209. The medical officer shall keep such statistical records and furnish such reports and returns as may be directed.

210. The medical officer may at any time offer any suggestions for improvements or for the advantage of the service.

211. The medical officer, when he does not give his whole time to the prison service, shall, immediately on his appointment, submit to the Commissioners, through the governor, the name of some properly qualified medical man, who, with the approval of the Commissioners, shall act for him in his absence on all occasions.

Substitutes.

212. When a medical officer, giving his whole time to his duties, is absent on leave (other than sick leave) granted by the Commissioners, a substitute (for a total period not exceeding 42 days) will be provided for him if required, who will be subject to the prison rules.

Visits by other medical men.

213. No person shall be allowed to visit any civil or criminal prisoner as a medical attendant, except the regular medical officer of the prison, or the substitute who shall have been appointed to act in his absence, unless by a special order from the Commissioners, or under the authority conferred on the visiting committee; military prisoners may, however, be visited by any military surgeon acting under competent authority, and untried prisoners by a medical man acting under the instructions of the procurator-fiscal; and the governor is also authorised to admit reformatory and industrial school surgeons, to examine juvenile prisoners for admission into certified reformatories or industrial schools.

Inspection of prison.

214. In the last month of every quarter, the medical officer shall inspect every part of the prison, for the purpose of ascertaining that nothing exists therein likely to be injurious

to the health of the prisoners, and especially that the ventilation and heating are sufficiently provided for and properly attended to. The result of this inspection shall be recorded in his journal.

215. The medical officer shall frequently examine the washing-places, baths, and other provision for purposes of cleanliness or sanitation, and see whether they are in efficient working order, and report at once to the governor any defect or insufficiency therein.

216. The medical officer shall frequently inspect the food Of food. of the prisoners, cooked and uncooked, reporting thereupon to the governor when necessary.

217. The medical officer shall examine every prisoner as Of prisoners. soon after reception as possible, and shall record his state of health, and such facts connected therewith as may be directed.

218. The medical officer shall also report if any prisoner is unfit to be kept at hard labour when sentenced to hard labour, and shall assist, when called on, in assigning the task of labour according to the physical capacity of a prisoner.

219. The medical officer shall see every prisoner at least once a week, so as to ascertain his general state of health, and whether he is clean in his person, and free from disease, and if his clothing and bedding are sufficient.

220. The medical officer shall every day see such prisoners as complain of illness, at an hour which may be arranged as most convenient, reporting to the governor in writing those who are fit to labour, and giving directions, in writing, respecting the others. Prisoners certified by the medical officer to be in such a state of bodily health as to require hospital treatment, shall be removed to suitable wards or cells. The medical officer shall daily visit the sick in the infirmary at such times as may be necessary; and he shall attend at once on receiving information of the serious illness of any prisoner or officer.

221. The medical officer shall from time to time examine the prisoners during the time of their being employed at labour, and shall record the name of any prisoner whose health he thinks to be endangered by a continuance at labour of any particular kind, and report the same to the governor; and thereupon such prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

222. Before a prisoner is placed in a darkened punishment Punishments. cell, or is subjected to dietary punishment, the medical officer shall examine such prisoner, and certify whether or not he is fit for the same.

223. Whenever the medical officer considers it necessary to Malingers. apply any painful test to a prisoner to detect malingering or otherwise, such test shall only be applied by authority of an order from the visiting committee or a Commissioner.

Special visit.

224. The medical officer shall once every day, or oftener, visit every prisoner under punishment, or under special discipline, or any other prisoners to whom his attention shall be specially directed.

Relaxation.

225. The medical officer shall, when a prisoner is detained in custody awaiting trial for more than three months, report if any relaxation as to dietary and extension of the hours of exercise in the open air is considered requisite by him in the interest of the prisoner's health.

**Serious illness,
bodily or
mental.**

226. The medical officer shall give notice to the governor when the sickness of any prisoner appears to him to assume an aspect of danger. Whenever the medical officer has reason to believe that the mind of any prisoner is or is likely to be injuriously affected by the discipline or treatment, he shall report the case in writing to the governor, together with such directions as he may think proper, and he shall call the attention of the chaplain to any prisoner who appears to require his special notice,

227. The medical officer shall report in writing to the governor the case of any prisoner to which he may think it necessary on medical grounds to draw attention, and make such recommendation as he may deem needful for the alteration of the discipline or treatment of such prisoner, or for the supply to him of additional articles.

228. The medical officer shall give directions in writing for separating from the other prisoners any prisoner labouring under any infectious or contagious disease, or suspected thereof, and shall immediately take such steps as may be necessary to prevent the spread of any infectious or contagious disease; and in any case where it is proper to give effect to the provisions in Section 72 of the Prisons (Scotland) Administration Act, 1860,* for removals in the case of infectious or dangerous diseases, the medical officer shall promptly take steps to acquaint the governor of the circumstances with the view of the necessary certificates being obtained, and shall record his having done so.

229. Whenever the medical officer shall be of opinion that the life of any prisoner will be endangered by his continuance in prison, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, he shall state such opinion, and the grounds thereof, in writing to the governor, who shall duly report the same to the Commissioners.

**Additional
assistance.**

230. If in the case of any prisoner peculiar difficulty or danger shall occur, the medical officer shall have power through the governor to call in additional aid, notice to the Commissioners being previously given, if the case will reasonably admit of such reference. No capital operation shall

* The Prisons (Scotland) Act, 1860 (23 & 24 Vict. c. 105).

be performed without a previous consultation with another medical practitioner, except under very urgent circumstances not admitting of delay, which circumstances the medical officer shall record in his journal.

231. When a prisoner is considered by the medical officer to be insane, he shall certify as to the prisoner's mental condition, and suggest to the governor steps for the prisoner's removal. Insanity.

232. The medical officer shall inform the governor of any particular point of which he may become aware in regard to the person of any prisoner under a sentence of penal servitude or prisoner who has to be placed on the register of habitual criminals, which might assist in identifying him, and the governor will cause a record to be made. Personal marks on convicts and prisoners.

233. When any prisoner is about to be removed from the prison, the medical officer shall duly examine him, and certify as to his fitness to leave the prison, and as to such other particulars regarding him as may be required. Removals.

234. The medical officer shall have power to make any variations in the particular case of any prisoner from the dietaries, which he may deem necessary, always, however, recording the same in writing. Power to alter diet.

235. Any directions relative to the health of any prisoner not being under medical treatment in the prison hospital or variations of discipline recommended shall be entered by the medical officer in a book, and any special recommendation that a prisoner not being under medical treatment in the prison hospital or sick cells shall have additional food shall also be entered by the medical officer in this book, which shall be submitted to the governor daily. Record of health.

236. The medical officer shall forthwith, on the death of any prisoner, record the following particulars, viz., at what time the deceased was taken ill, when the illness was first intimated to the medical officer, the nature of the disease, when the prisoner died (and an account of the appearance after death in cases when a post-mortem examination is made), together with any special remarks that may appear to him to be required. Deaths.

Subordinate Officers.

237. All officers placed in authority over prisoners, and all persons employed in the prison, must be of good moral principles and unblemished character. General duties.

238. They shall strictly conform to and obey the orders of superior authorities.

239. The subordinate officers shall at all times treat their superiors with respect. They shall be respectful to the

authorities of other departments of Government when employed on the public works, and shall afford all proper assistance to those with whom their duty calls on them to co-operate; taking care, in so doing, not to lose sight of the rules and regulations of the prison, or of the special orders they may from time to time receive from the prison authorities.

240. An officer shall not correspond with or hold any intercourse with the friends or relatives of any prisoner, unless expressly authorised by the governor.

241. An officer shall not receive, directly or indirectly, under any pretence whatsoever, any fee or present from any person visiting the prison.

242. All subordinate officers shall pay strict attention to cleanliness of person and dress, and shall at all times when on duty, wear a uniform of such description and materials as the Commissioners may order, and further shall conform to such regulations concerning their personal appearance as may be established.

243. No officer on the permanent staff shall appear at any time clothed partly in uniform and partly in plain clothes.

244. An officer shall not use tobacco or spirituous or fermented liquors within the prison walls, except under such restriction as to time and place as may be laid down by the governor and approved by the Commissioners.

245. Every officer who shall, without the special authority of the governor, bring in or carry out, or endeavour to bring in or carry out, or knowingly allow to be brought in or carried out to or for any prisoner, any money, clothing, provisions, tobacco, letters, papers, or other articles whatsoever, shall be forthwith suspended from his office, and the governor shall report the offence to the Commissioners.

Suspension.

246. Any officer who may be suspended for misconduct shall immediately give up his keys and quit the prison. The Commissioners may, in consideration of special circumstances, authorise any amount, not exceeding half his wages, to be paid to an officer during suspension. When a suspended officer is restored the unpaid arrears may be wholly or partly forfeited, or may be paid to him, as the Commissioners on consideration of the case may determine.

Intoxication.

247. Intoxication will be visited with dismissal; and it will not be taken into consideration at what place or hour an officer may be intoxicated, or whether it be a greater or less degree of intoxication, nor will it be regarded as any excuse that the person offending may think himself capable of performing the duties of his situation, it being absolutely necessary that all persons connected with the prison should be perfectly sober at all times. Swearing and improper language,

incurring debts which he is unable to pay, the habit of frequenting public-houses or keeping bad company, and gambling, will be considered sufficient ground for the discontinuance of an officer's services.

248. Female officers shall in all cases attend female prisoners. Separation of sexes.

249. No male officer or visitor shall enter the females' prison, or any place where female prisoners are employed or are at exercise, unless accompanied by the matron, or by some other female officer, and then only on duty.

250. Subordinate officers shall not be permitted to receive visitors within the prison without permission of the governor. Visitors to.

251. An officer shall not speak to a prisoner unnecessarily, nor shall he, by word, gesture, or demeanour, do anything which may tend to irritate any prisoner. Treatment of prisoners.

251A. It is the duty of all officers to treat the prisoners with kindness and humanity, being firm, at the same time, in maintaining order and discipline, and enforcing complete observance of all rules and orders.

252. The great object of reclaiming the criminal should always be kept in view by all officers, and they should strive to acquire a moral influence over the prisoners, by performing their duties conscientiously, but without harshness. They should especially try to raise the prisoners' minds to a proper feeling of moral obligation, by the example of their own uniform regard to truth and integrity, even in the smallest matters.

253. An officer shall not strike a prisoner unless compelled to do so in self-defence.

254. In any case in which the application of force to a prisoner may be needful, no more force than is necessary shall be used.

255. An officer shall not inflict any punishment or privation of any kind upon any prisoner unless ordered by the governor.

256. An officer shall not allow any familiarity on the part of a prisoner towards himself or any other officer; nor shall he on any account speak of his duties, or of any matters of discipline or prison arrangement, within the hearing of a prisoner.

257. Every officer shall see that no disrespect is shown by the prisoners to the officers or persons employed in other departments of Government or public works.

258. Officers shall at all times carefully watch the prisoners in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost alacrity and vigilance to prevent the escape of any prisoner, to promote industry, and to maintain order and silence.

Premises.

259. Every officer shall forthwith report in such manner as may be directed any defect in the washing-places, baths, and other provision for purposes of cleanliness or sanitation, as well as any defect or insufficiency in any of the buildings, walls, &c., which may affect the safe custody of the prisoners or the maintenance of discipline and order among them.

260. Officers shall assist the governor in maintaining order and discipline among the prisoners. For this end, punishment for prison offences must sometimes be resorted to by the governor, upon their report and on due inquiry into the facts; but good temper and good example on the part of the officers will have great influence in preventing the frequent recurrence of offences, and the necessity for such punishments.

Reports.

261. An officer shall not fail, on any pretence whatever, through favour, or mistaken notions of kindness, to make an immediate report to the governor, or his superior officer, of any misconduct or wilful disobedience of orders.

262. Officers shall duly inform the governor of any prisoner who desires to see him, or to make any complaint or prefer any request to him or to any superior authority. Any neglect in carrying out this instruction will be most severely dealt with.

263. Every officer shall direct the attention of the governor to any prisoner who may appear to be out of health, although he may not complain, or whose state of mind may appear to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case.

264. All reports by officers of attempts at suicide by prisoners, whether believed to be feigned or not, shall be made to the governor in writing, who will immediately forward the same to the Commissioners, along with the evidence taken by him on the subject, recording the event in his journal.

Restrictions on prison work.

265. An officer shall not have any pecuniary or other dealing whatsoever with or on behalf of any prisoner, or employ any prisoner on his private account, and the governor is directed to see that no prison work for any officer shall be performed.

266. No officer of a prison shall sell nor shall any person in trust for him or employed by him sell or have any benefit or advantage from the sale of any article to any prisoner, nor shall he nor any person in trust, for or employed by him, let or have the benefit or advantage from the loan or letting of any article to any prisoner.

Quarters.

267. An officer occupying Government quarters shall not let lodgings therein except with special permission.

268. The premises occupied by officers shall at all times be opened to the inspection of the governor or other officers

deputed by him to inspect, also to the medical officer; and the premises occupied by female officers shall be frequently inspected by the matron.

269. If there be ground attached to any premises in the occupation of an officer, such officer shall cultivate it and keep it in tidy order at his own expense, and to the satisfaction of the governor, and if he is dissatisfied with the manner in which it is kept, he shall report the circumstance to the Commissioners.

270. No pigs or poultry shall be kept on the premises by any officer, except with the written permission of the Commissioners on the recommendation of the governor.

271. Officers who may be dismissed or who may resign are required immediately to give up the quarters they may have occupied, and return any uniform and other effects belonging to the prison in their possession.

Special Rules for Untried Prisoners.

272. Any such prisoner shall not be required to take a bath on reception, if on the application of the prisoner the governor shall decide that it is unnecessary, or the medical officer shall state that it is for medical reasons inadvisable. Untried prisoner's bath.

273. In order to prevent such prisoners from being contaminated by each other, or endeavouring to defeat the ends of justice, they shall be kept separate, and shall not be permitted to communicate with each other. Separation.

274. Such prisoners while attending chapel and at other times shall, if possible, be placed so that they may not be in view of the convicted prisoners. Chapel.

275. The visiting committee or governor, before granting any permission which, by the following rules, they are authorised or required to grant, shall satisfy themselves that it can be granted without interfering with the security, good order, and government of the prison and prisoners therein; and if after it has been granted its continuance seems likely to cause any such interference, or the prisoner has abused such permission or been guilty of any misconduct, the visiting committee shall have power to suspend and withdraw such permission, and in the like circumstances the governor may suspend or withdraw the same if it has been granted by himself, or suspend it when it has been granted by the visiting committee if the case is urgent, provided that he report the case within twenty-four hours to them. Relaxations.

276. The visiting committee shall, on the application of any such prisoner, if, having regard to his ordinary habits and condition of life, they think such special provisions should be made in respect of him, permit any such prisoner—

- (1.) To occupy, on payment of a small sum fixed by the Commissioners, a suitable room or cell specially fitted

for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells.

- (2.) To exercise separately or with selected untried prisoners, if the arrangements and construction of the prison permit it.
- (3.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor.
- (4.) To have, on payment of a small sum fixed by the Commissioners, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed task or offices.

Money.

277. Any money in the hands of the governor belonging to any such prisoner may be applied to the purpose of making special provision for him in cases where the prisoner is, by these rules, required to make any payment in respect of such special provision.

Routine.

278. The visiting committee may also permit the governor to modify the routine of the prison in regard to any such prisoner so far as to dispense with any practice which in the opinion of the governor is clearly unnecessary in the case of that particular prisoner.

Books, &c.

279. The governor shall, on the application of any such prisoner, permit him to have any books, papers, or documents in his possession at the time of his arrest, and which may not be required for evidence against him, and are not reasonably suspected of forming part of property improperly acquired by him, or are not for some special reason required to be taken from him for the purpose of justice.

Food.

280. Any such prisoner may, with the sanction of the visiting committee and pending their approval, with the sanction of the governor, provide his own food for any meal, and he shall give notice thereof beforehand at the time required, but the governor shall not permit any such prisoner to receive any prison allowance of food for the meal for which he procures or receives food at his own expense.

281. Articles of food shall be received only at such hours as may be laid down from time to time. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

**Examination
of articles
supplied.**

282. No article, whether of food, bedding, clothing, or of any other kind, shall be received into the prison until it has been examined to ascertain that it contains nothing contrary to the rules of the prison, and the admission of any article which appears likely to be used for an improper purpose may be refused by order of the governor.

283. Any such prisoner shall not during the twenty-four hours receive or purchase more than one pint of beer, or other fermented liquor, or half a pint (8 ozs.) of wine. Liquor.

284. No such prisoner shall be allowed to sell or transfer to any other person any article whatsoever allowed to be introduced for his use. Disposal of articles.

285. Such prisoner shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness, and the hair of such prisoner shall not be cut closer than may be necessary for the purpose of health and cleanliness, regard, however, being had to the circumstance that untried prisoners while in prison shall not change their external aspect so as to impede identification, and that when brought to the bar for trial they shall retain as nearly as may be practicable the same external appearance which they had when committed. Haircutting

286. The beds of such prisoners shall be made, and the room and yards in their occupation shall be swept and cleaned, every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of these duties, they may be performed for him, by some person appointed by the governor, on the payment of a small sum to be fixed by the Commissioners. Cleanliness of cells, furniture, &c.

287. Such prisoners shall be supplied with a mattress and pillow from the prison stores, if they are not otherwise provided for them. Mattresses.

288. If any such prisoner who is out of health shall desire the attendance of his usual medical man, the visiting committee, or in an emergency, the governor, may, if they are satisfied that the application is *bona fide*, permit him to be visited by such medical man at his own expense, and to be supplied with medicine by him, proper precautions being in all cases observed to prevent abuse of these privileges. Medical attendance.

289. Such prisoner may be permitted to have supplied to him, at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or in their absence and pending their approval, in the opinion of the governor, of an objectionable kind. Supply of books, &c.

290. So far as prison arrangements may admit, facilities shall be given to such prisoners to work and follow their own trades and employments, and all earnings of such prisoners, after payment thereof of such sum as the governor may determine on account of the cost of his maintenance in the prison, and on account of the use of implements lent to him, shall belong to such prisoner. Work.

- Gratuity.** 291. When working at ordinary prison employments such prisoners will be allowed to earn the same gratuity as convicted prisoners.
- Visits.** 292. Each untried prisoner shall be permitted to be visited by one person, or (if circumstances permit) by two persons at the same time, for a quarter of an hour on any week day, during such hours as may from time to time be appointed.
293. The visiting committee may, by permission, in any special case for special reasons, prolong the period of the visit allowed to any such prisoner, or allow him to be visited by more than two persons at the same time.
294. Every endeavour shall be made to provide that such prisoners shall not, when being visited, be exposed to the view of the friends of other prisoners, and to prevent the friends of one prisoner from coming in contact with the friends of another while in the prison.
- Legal adviser.** 295. Such prisoner shall at his request be allowed to see his legal adviser (by which is to be understood a certificated and enrolled law agent or his clerk, if such clerk is furnished by his principal with written authority), on any week day at any reasonable hour, if convenient for the order and discipline of the prison, and, if required, in private, but, if necessary, in the view of an officer of the prison.
- Bail.** 296. Any such prisoner who is in prison in default of bail shall be permitted to see any of his friends, on any week day, at any reasonable hour, for the *bona fide* purpose of providing bail.
- Letters.** 297. Paper and all other writing materials, to such extent as may appear reasonable to the governor, shall be furnished to any such prisoner who requires to be so supplied for the purposes of communicating with friends or preparing a defence. Any confidential written communication prepared as instructions for a legal adviser may be delivered personally to him or his authorised clerk, without being previously examined by any officer of the prison; but all other written communications are to be considered as letters, and are not to be sent out of the prison without being previously inspected by the governor.
- Divine service.** 298. No such prisoner who is attended or visited by a minister of a church or persuasion differing from the Established Church shall be compelled to attend any religious services, except those of the said church or persuasion; but, subject to the foregoing provisions, such prisoners shall attend divine service on Sundays and on other days when such service is performed, unless prevented by illness or excused by the governor or visiting committee for any other reason.
- Clothing** 299. The visiting committee and, pending their approval, the governor may grant permission to such prisoners to wear their own clothing, but if they desire it they may wear the

prison dress, and they shall be required to do so if their own clothes are insufficient or unfit for use, or necessary to be preserved for the purposes of justice.

300. The prison dress for prisoners before trial shall be different from that of convicted prisoners.

301. The governor may, with the approval of the visiting committee, allow the gas to remain burning for two hours after the ordinary time of extinguishing the lights in cells, in the cell of any such prisoner, to enable the prisoner to continue to read or write, or to work and follow his trade, provided any satisfactory ground exists for the allowance of such privilege. The governor shall report to the Commissioners all cases in which he grants this privilege. Gas in cells.

302. If the legal adviser of a prisoner awaiting trial, or friends who are interested in his defence, apply for permission to have him examined by a medical man of their own choosing, in order that they may have medical evidence with regard to him which is needed for his defence, such permission shall be granted, under proper restrictions, if recommended by the visiting committee. Medical examination.

303. A prisoner in custody under sentence upon conviction and at the same time committed for examination or trial on another charge is to be treated as a convicted prisoner, subject, however, to such relaxation of the ordinary rules as may be necessary to enable him to prepare for his defence on the pending charge. This will involve the privilege of seeing and communicating with his legal adviser and any other person assisting in his defence, but the prisoner will in no case be entitled to such privileges as are accorded to untried prisoners on the ground that being unconvicted of crime and in law presumably innocent, they are confined for safe custody only. Convicted prisoners, untried on another charge.

304. Untried prisoners shall be subject to any rules made by the Secretary for Scotland for the government of prisons except so far as the same are inconsistent with the special rules relating to such prisoners.

Special Rules for Civil Prisoners: Prisoners convicted of Sedition, or Seditious Libel, or committed for Contempt of Court: Prisoners under the Civil Imprisonment (Scotland) Act, 1882, and Prisoners under the Vaccination (Scotland) Act, 1863.†* Civil, &c. prisoners.

305. Every such prisoner shall be searched only by officers specially appointed for the purpose. Search.

306. Such prisoner shall not be required to take a bath on reception, if, on the application of the prisoner, the governor shall decide that it is unnecessary, or the medical officer shall state that it is, for medical reasons, inadvisable. Bath on reception.

* 45 & 46 Vict. c. 42.

† 26 & 27 Vict. c. 108.

Cells for.

307. He shall be placed as soon as possible after reception in a cell appropriated to prisoners of his class, unless there is reason to believe that he is suffering from some infectious disease, in which case he shall be detained in a reception cell till he can be seen by the medical officer.

Chapel.

308. He shall at all times, except when at chapel or exercise, occupy the room or cell assigned to him.

Separation.

309. He shall not be placed in association or at exercise with ordinary criminal prisoners.

Relaxation by
visiting
committee.

310. The visiting committee shall, on the application of any such prisoner, if, having regard to his ordinary habits and condition of life, they think such special provision should be made in respect to him, permit any such prisoner—

- (1.) To occupy, on payment of a reasonable sum fixed by the Commissioners, a room or cell specially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells.
- (2.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits to be approved by the governor
- (3.) To have, on payment of a reasonable sum fixed by the Commissioners, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

Money.

311. Any money in the hands of the governor belonging to any such prisoner may be applied to the purpose of making special provision for him, in cases where the prisoner is by these rules required to make any payment in respect of such special provision.

Food.

312. Civil prisoners shall be permitted to expend the aliment payable by the incarcerating creditor, or money of their own in supplying themselves with food, either from outside or by paying for the prison allowance at the following rates:—No. 3 diet, 3*d.*; No. 4 diet, 4*d.*; No. 5 diet, 5*d.*; No. 6 diet, 6*d.*; No. 7 diet, 7*d.* per diem.

313. If not civil prisoners, such prisoners may, with the sanction of the visiting committee, and, pending their approval, with the sanction of the governor, supply their own food on giving due notice beforehand, at the time required; but the governor shall not permit such prisoners to receive any prison allowance of food at any meal for which they procure or receive food at their own expense.

314. Articles of food shall be received only at such hours as may be laid down from time to time. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

315. Any such prisoner shall not, during the 24 hours receive or purchase more than one pint of malt liquor, fermented liquor, or half a pint (8 ozs.) of wine. Liquor.

316. No article, whether of food, bedding, clothing, or of any other kind, shall be received into the prison until it has been examined to ascertain that it contains nothing contrary to the rules of the prison, and the admission of any article which appears likely to be used for an improper purpose may be refused by order of the governor. Examination of articles supplied.

317. Such prisoners may, with the sanction of the visiting committee, and pending their approval, of the governor, wear their own clothing, provided that it is sufficient and is fit for use; if not, they shall wear the dress for untried prisoners. Clothing.

318. Any such prisoner shall be supplied with a mattress and pillow from the prison stores, if they are not otherwise provided with them. Mattress, &c.

319. No such prisoner shall be allowed to sell or transfer to any other person any article whatsoever allowed to be introduced for his use. Disposal of articles.

320. Such prisoner shall not be compelled either to have his hair cut, or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness, and the hair of such prisoner shall not be cut closer than may be necessary for the purpose of health and cleanliness. Haircutting.

321. The beds of such prisoners shall be made, and the rooms and yards in their occupation shall be swept and cleaned, every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of these duties, they may be performed for him on payment of a small sum to be fixed by the Commissioners by a person appointed by the governor. Cleanliness of cells, furniture, &c.

322. The governor shall, in consultation with the medical officer, select one or more cells to be appropriated to such prisoners, and submit to the Commissioners for approval the names of officers to be appointed as the officers by whom such prisoners shall be searched. Cells for, &c.

323. Such prisoner shall be permitted to have supplied to him at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or, in their absence and pending their approval, in the opinion of the governor, of an objectionable kind. Supply of books, papers, &c.

324. So far as prison arrangements may admit, facilities shall be given to such prisoners to work and follow their own Work.

proper respective trades and employments, and all earnings of such prisoners after payment thereof of such sum as the governor may determine on account of the cost of his maintenance in the prison, and on account of the use of implements lent to him, shall belong to such prisoners; and when employed at ordinary prison labour they will be allowed to earn the same gratuity as convicted prisoners.

Visits.

325. Such prisoner shall be permitted once a week to be visited by one person, or (if circumstances permit) by two persons at the same time, for a quarter of an hour on any week day, during such hours as may from time to time be appointed.

326. The visiting committee may, by permission, in any special case for special reasons, prolong the period of his visit allowed to any such prisoner, or accord additional visits or letters to such reasonable extent as they may deem advisable.

327. The place in which such prisoners receive their visits shall not be the same as that in which ordinary prisoners receive their visits, if any other suitable place can conveniently be provided.

Divine service.

328. No such prisoner who is attended or visited by a minister of a church or persuasion differing from the Established Church shall be compelled to attend any religious services, except those of the said church or persuasion; but subject to the foregoing provisions, such prisoner shall attend divine service on Sundays, and on other days when such service is performed, unless prevented by illness or excused by the governor or visiting committee for any other reason.

Letters.

329. The number of letters which the above classes of prisoners may write to their friends during the time of imprisonment is not restricted, subject to the approval of the visiting committee when the governor considers the number excessive, but they are to be subject to the inspection of the governor.

330. No other privileges than the foregoing shall be allowed to such prisoners.

Prisoners
under Civil
Imprisonment
Act.

331. All prisoners committed to prison under the 4th or 6th sections of the Civil Imprisonment (Scotland) Act, 1882, 45 & 46 Vict. c. 42, shall be counted as criminal prisoners in all returns and otherwise. The monthly return of civil prisoners made to the sheriff under the Debtors (Scotland) Act, 1880, 43 & 44 Vict. c. 34, section 10, shall not include such prisoners.

332. The creditor or complainer upon whose application a warrant of imprisonment under Sections 4 or 6 of the Civil Imprisonment (Scotland) Act, 1882, is granted may order the liberation of the prisoner before the expiration of

the term of imprisonment named in the warrant; but before any prisoner is discharged, an order of liberation in writing shall be obtained from the creditor or complainer, so that it may be attached to the warrant.

333. Prisoners incarcerated under Section 5 of the Civil Imprisonment (Scotland) Act, 1882,* for non-payment of rates and assessments, as well as those incarcerated for non-payment of taxes, fines, or penalties due to Her Majesty, and prisoners under *meditatione fugæ* warrants, or under any decree or obligation *ad factum præstandum*, are to be entered in the register of civil prisoners.

All Prisoners, except so far as exempted by other Rules.

334. Every prisoner on admission shall be examined for Reception. the purpose of seeing whether he is clean in his person.

335. Every prisoner shall be searched on admission and at Search. such times subsequently as may be directed, and all prohibited articles shall be taken from him.

336. Female prisoners shall be searched by female officers. In other respects the same course shall be pursued in reference to the admission, removal, or discharge of a female prisoner as in the case of a male prisoner.

337. Every prisoner shall take a bath on reception, unless Bath it shall be otherwise directed in any particular case by the visiting committee, governor, or medical officer.

338. If any prisoner is found to have any cutaneous Reception disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same.

339. A prisoner shall not be stripped in the presence of any other prisoner.

340. The name, age, height, and religious denomination of every prisoner, and such other particulars as may be required, shall upon his admission, and from time to time, be noted in a nominal record in such manner as may be directed.

341. Every prisoner shall, as soon as possible after his admission, be separately examined by the medical officer, who Medical inspection. shall record the state of health of the prisoner, and such other particulars as may be directed.

342. After prisoners are received at the prison, an abstract of the rules relating to the conduct and treatment of prisoners shall be read over to them, and proper means shall afterwards be taken by the governor for making them acquainted with the purport and effect of such rules.

343. Any clothing or other articles not being prohibited Clothes. belonging to an ordinary prisoner shall, on admission, be

* 45 & 46 Vict. c. 42.

taken from him and kept apart. An inventory shall be made of all the articles taken or received from any prisoner, which shall be shown to the prisoner, and which, if he can write, he shall sign as evidence of his having examined it and found it correct.

Prohibited articles.

344. Any prohibited articles introduced by prisoners or any prohibited articles found upon prisoners on reception, such as spirits, tobacco, &c., or articles of food, shall be destroyed.

Clothes of convicts.

345. Any clothing belonging to prisoners sentenced to penal servitude, which may be brought into a prison may be disposed of, but if this is done he shall be provided with suitable clothing on his discharge. Any other property belonging to him shall be disposed of as he may direct, but will not be kept in the prison.

Prison dress.

346. A convicted criminal prisoner shall be provided with a prison dress, and shall be required to wear it.

Reception.

347. Such of the clothing, linen, and other articles belonging to prisoners as may be retained in the prison may, if necessary, be washed, cleaned, or disinfected as soon as possible after they are received. Should it be found necessary to destroy the whole or a part of an ordinary prisoner's clothing, on account of filth or raggedness, he shall be supplied at the public expense with other clothing, as may be approved by the Commissioners.

348. Every prisoner may be weighed on reception, and subsequently at such periods as the Commissioners may order or the medical officer may require, and the result shall be recorded.

Children.

349. Children under the age of 12 months are, in general, to be received into the prison along with their mothers, if the latter so desire it; but no child of a female prisoner who is 12 months of age and upwards shall be received into a prison unless the medical officer of the prison certifies, in writing, that it cannot with safety be separated from its mother.

350. No child born in the prison or admitted under the age of 12 months shall be kept beyond that age, except in cases where it is certified by the medical officer that, in his opinion, the child cannot with safety be separated from its mother; but it shall be the duty of the governor to have the child removed as soon as the medical officer certifies that it can be done with safety. All certificates granted by the medical officer, in terms of this instruction, shall be kept for reference.

351. No child certified by the medical officer to be labouring under an infectious disease or disease which cannot be properly treated in prison, shall be admitted or retained after admission.

352. All children born in the prison or admitted into it shall be supplied with suitable food and clothing, and in all respects properly provided for during the time they remain in prison at the public expense, and shall be placed in the same cell as their mother, unless the medical officer shall otherwise direct. Before discharging a child who is no longer to be continued in prison, the governor shall, unless the mother is discharged at the same time, intimate the day and hour of the intended discharge to the inspector of poor, unless the mother prefer the intimation to be made to some relative named by her.

352A. Juvenile prisoners shall have exercise separately from adults, and in chapel shall be seated apart from, and if possible out of sight of, adult prisoners. Juveniles.

353. A high degree of cleanliness shall be enforced in every part of the prison, and also with respect to the persons of the prisoners, their clothing and bedding, and everything in use. Cleanliness.

354. Every prisoner shall obey such regulations as regards washing, bathing, and hair-cutting, as may be from time to time established with a view to the maintenance of health and cleanliness.

355. Every prisoner shall be allowed a sufficient supply of clean linen, towels, soap.

356. Each prisoner shall keep his cell, utensils, books, and other articles issued for his use, and his clothing and bedding, clean and neatly arranged, and shall clean and sweep the yards, passages, and other parts of the prison as may be directed.

357. All prisoners must obey the officers having charge over them. Should a prisoner at any time consider himself aggrieved, he is at liberty to complain to the governor; or if the case relate to the governor himself, he may complain to any of the superior authorities visiting the prison, or by a letter directed to the Commissioners or the Secretary for Scotland. Obedience.

358. Each prisoner shall have a separate cell assigned to him, which he shall occupy by night and also by day unless he is engaged in special associated labour, and he shall be prevented from holding any unauthorised communication with another prisoner. If, for medical reasons, or other special circumstances, it shall be necessary that prisoners shall be associated, not fewer than three persons may be located in one room. Each person shall be supplied with a separate bed. Separation.

359. Every prisoner who is in separate confinement, or who is employed at indoor work, shall be permitted to take such daily exercise as may be deemed necessary for his health, Exercise.

on medical grounds. The length of the time of exercise is to be regulated by the medical officer, and he shall direct the amount of daily exercise which prisoners under punishment shall have.

Bedding and clothing.

360. Every prisoner shall be supplied with sufficient bedding as may be directed. Additional clothing and bedding may be issued during severe weather, or, in special cases, as the medical officer may deem requisite.

Plank bed.

361. A male prisoner between the ages of 16 and 60 shall be required to sleep on a wooden bed without a mattress, during the first month of his sentence.

362. A prisoner shall not be allowed to have in his possession any article not supplied by the prison except as may be specially ordered.

Photography.

363. The regulations of the Secretary for Scotland with regard to the photographing and measurement of prisoners made from time to time under the Penal Servitude Act of 1891 * will be strictly adhered to.

Employment.

364. A prisoner may be employed in the service of the prison, but shall not be employed in the discipline thereof or in the private service of any officer or servant thereof, or of any other prisoner.

Books and papers from without.

365. No books or printed papers shall be admitted into any prison for circulation among the prisoners unless approved of by the Commissioners; and no books or printed papers intended for the religious instruction of prisoners belonging to the Established Church shall be admitted without the concurrence of the chaplain, nor shall books intended for the religious instruction of Roman Catholic prisoners be admitted without the concurrence of the Roman Catholic visiting clergyman.

Library.

366. A library shall be provided in each prison, consisting of such books as may from time to time be sanctioned by the Commissioners, which may be furnished to the prisoners under the conditions laid down from time to time; and, except as provided in the rules, no newspapers or books, other than those supplied to the prison library, shall be permitted for the use of prisoners.

Divine service.

367. Prisoners shall attend prayers or religious services whenever performed, unless allowed by the governor to be absent for sufficient reason. When a prisoner attends the services of a visiting clergyman, he shall not be required to attend services by the chaplain.

Bible, &c.

368. Each prisoner shall be furnished with a Bible and Prayer Book, such as is approved for the denomination to which he belongs.

* 54 & 55 Vict. c. 69. For Regulations, see p. 64 below.

369. Provision shall be made in every prison for the instruction of prisoners in reading, writing, and arithmetic, during such hours and to such extent as may be appointed, provided that such hours shall not be deducted from the hours prescribed for labour. Education.

370. Convicts who do not do their best to profit by the instruction afforded them may be deprived of any advantages which might be accorded to them, in the same way as if they had been idle or negligent at labour.

371. Communications between prisoners and their friends by visits and letters will be allowed, subject to such restrictions as may be imposed by the Commissioners. Visits.

372. A prisoner will not be allowed to communicate with his friends, when not entitled to do so by the rules, except by permission of a Commissioner; but, under urgent or pressing circumstances not admitting of delay, the governor may grant such permission, which he shall record in his journal. Communication with friends.

373. Any matter of importance to a prisoner may at any time be communicated to him or to his friends by the governor.

374. Every letter to or from a prisoner except those mentioned in Rules 161 and 169 shall be read by the governor or officer detailed by him for the purpose; and if the contents be objectionable, it shall not be forwarded, or the objectionable part shall be erased according to discretion, the prisoner being informed thereof. Letters.

375. A convict will be allowed to write and receive one letter from relatives or respectable friends, and to receive one visit from them, within one week of his conviction, and subsequently at intervals to be determined according to the class he has attained, provided his conduct and industry have been satisfactory. No other person will be allowed to communicate with him except by special authority. These privileges may be forfeited by idleness or misconduct.

376. An ordinary prisoner, after three months of the term of his sentence have expired, shall, provided his conduct and industry have been satisfactory, be allowed to communicate with his relatives and respectable friends by letter, and to be visited by them in the prison, and subsequently he shall be allowed the same privilege, at intervals of three months. No other person shall be allowed to communicate with a prisoner except by special authority. These privileges may be forfeited at any time for idleness or misconduct or breach of the regulations of the prison.

377. No convicted prisoner shall be allowed to receive a visit from another prisoner, without the written consent of a Commissioner. Visits.

378. When a prisoner is removed from one prison to another, he may be allowed to inform his relations of his removal.

379. When a prisoner is eligible to receive a visit, the governor shall communicate with such friends of the prisoner as he may desire to visit him, and shall furnish them with an order for a visit.

380. A visitor shall not be admitted until he has given his name and address, and relationship to, or connexion with, the prisoner, if any.

381. If a prisoner shall be entitled under the rules to receive a visit, and the governor shall think fit to refuse admission to the friends of such prisoner, he shall enter the fact in his journal and the cause thereof and inform the prisoner.

Search of
visitors.

382. When the governor has any ground for suspicion he may search or cause to be searched male visitors, and may direct the matron or some other female officer to search female visitors, such search not to be in the presence of any prisoner or of another visitor; and in case of any visitor refusing to be searched, the governor may deny him or her admission: the grounds of such proceeding, with the particulars thereof, to be entered in his journal.

Suspension of
visits.

383. If there are reasonable grounds for suspecting that any person who may come to the prison for the purpose of seeing a prisoner brings in or takes out any articles for an improper purpose, or contrary to the regulations of the prison, or whose conduct may tend to subvert the discipline or good order necessary to be maintained in the prison, the governor is authorised to suspend the visit of such person and to remove him from the prison, duly recording the fact in his journal.

Place for visits.

384. Visitors to a prisoner shall be admitted only to the place appropriated for the purpose, except in special cases under the authority of the Commissioners, and in the case of a prisoner reported by the medical officer to be seriously ill, who may be visited elsewhere by any near relative or friend, by a written order of the governor.

Visits.

385. In all places set apart for interviews between visitors and prisoners a copy of the law and instructions as to the introduction of prohibited articles shall be exhibited, and before the prisoner is introduced the attention of the visitor shall be called thereto. Should any irregularity occur during a visit, the visit shall be concluded at once, and immediate report made to the governor.

386. Male prisoners shall be visited in the presence of a male officer; female prisoners in the presence of a female officer.

387. Each prisoner shall be supplied with a sufficient quantity of wholesome food, according to a scale or scales of diet which shall be established, in which regard shall be had to the sex and employment of such prisoner, and other circumstances which require consideration ; and each prisoner shall be supplied accordingly. Foods,

388. Scales of diet shall also be framed for idle or ill-conducted prisoners.

389. A prisoner shall not be punished by stoppage of a meal. When it is necessary to order a reduction of diet, the punishment shall be carried out by placing the prisoner on the dietary scales for prisoners under punishment for prison offences.

390. Any special addition to the food in the diet scale in the case of any prisoner must be made only on the recommendation of the medical officer, and for periods not exceeding 14 days at a time.

391. A prisoner who has any complaint to make regarding the diet furnished to him, or wishes his diet to be weighed or measured to ascertain whether he is supplied with the authorised quantity, must make his request as soon as possible after the diet is handed to him, and it will be, so far as the nature of the diet makes this possible, weighed or measured in his presence, and in that of the officer deputed for that purpose. Should, however, repeated complaints of a groundless nature be made by any prisoner under cover of this rule, with the evident purpose of giving annoyance or trouble, it shall be treated as a breach of prison discipline, and the offender will be liable to punishment accordingly.

392. No spirituous or fermented liquors of any kind shall be issued for the use of convicted criminal prisoners under any pretence whatever, unless by a written order of the medical officer, specifying the quantity and the name of the prisoner. Liquor.

393. Any order of the medical officer for the issue to prisoners of spirituous liquors shall be entered by him in his journal, stating the quantity allowed on each occasion.

394. Prisoners apprehended immediately on their discharge from prison, and re-incarcerated on a second sentence of imprisonment, as also prisoners not discharged, but who have a further term of imprisonment to serve on the expiration of their first term, on the commencement of the second or succeeding term of imprisonment shall be placed on the scale of diet, and be entitled to the privileges they would have received had the combined sentences been for one period. Combined sentences.

RULES FOR DIETARIES.*

395. The following are the Rates of Dietaries for the several classes of prisoners:—

RATE I.

Breakfast - -	Daily - -	Gruel - - -	1 pint.
		Bread - - -	4 oz.
Dinner - - -	Sunday - -	Broth - - -	1 pint.
		Bread - - -	6 oz.
	Monday - -	Pea Soup - -	1 pint.
		Bread - - -	6 oz.
	Tuesday - -	Broth - - -	1 pint.
		Bread - - -	6 oz.
	Wednesday -	Pea Soup - -	1 pint.
		Bread - - -	6 oz.
	Thursday - -	Broth - - -	1 pint.
		Bread - - -	6 oz.
	Friday - - -	Milk - - -	$\frac{3}{4}$ pint.
		Bread - - -	8 oz.
	Saturday - -	Pea Soup - -	1 pint.
		Bread - - -	6 oz.
Supper - - -	Daily - - -	Gruel - - -	1 pint.
		Bread - - -	4 oz.

RATE II.

Breakfast - -	Daily - - -	Porridge - -	5 oz. Meal ration
		Milk - - -	$\frac{3}{4}$ pint.
Dinner - - -	Sunday - -	Broth - - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
	Monday - -	Pea Soup - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
	Tuesday - -	Broth - - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
	Wednesday -	Pea Soup - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
	Thursday - -	Broth - - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
	Friday - - -	Potato - - -	$2\frac{1}{2}$ lbs.
		Milk - - -	$\frac{3}{4}$ pint.
	Saturday - -	Pea Soup - -	$1\frac{1}{2}$ pinta.
		Bread - - -	6 oz.
Supper - - -	Daily - - -	Porridge - -	5 oz. Meal ration.
		Milk - - -	$\frac{1}{2}$ pint.

* These new Rules 395 to 420 were substituted for the previous Rules 395 to 430 by the Rules of 1900.

RATE III.*

Breakfast	-	Daily	-	Porridge	-	6 oz. Meal ration.
				Milk	-	$\frac{3}{4}$ pint.
Dinner	-	Sunday	-	Broth	-	2 pints.
				Bread	-	8 oz.
		Monday	-	Pea Soup	-	2 pints.
				Bread	-	8 oz.
		Tuesday	-	Broth	-	2 pints.
				Bread	-	8 oz.
		Wednesday	-	Pea Soup	-	2 pints.
				Bread	-	8 oz.
		Thursday	-	Broth	-	2 pints.
				Bread	-	8 oz.
		Friday	-	Potato	-	2 $\frac{1}{2}$ lbs.
				Milk	-	$\frac{3}{4}$ pint.
				Bread	-	4 oz.
				(or Fish Dinner.)		
		Saturday	-	Pea Soup	-	2 pints.
				Bread	-	8 oz.
Supper	-	Daily	-	Porridge	-	5 oz. Meal ration.
				Milk	-	$\frac{1}{2}$ pint.

RATE IV.

Breakfast	-	Daily	-	Porridge	-	8 oz. Meal ration.
				Milk	-	$\frac{3}{4}$ pint.
Dinner	-	Sunday	-	Broth	-	2 pints.
				Bread	-	12 oz.
		Monday	-	Pea Soup	-	2 pints.
				Bread	-	12 oz.
		Tuesday	-	Broth	-	2 pints.
				Bread	-	12 oz.
		Wednesday	-	Pea Soup	-	2 pints.
				Bread	-	12 oz.
		Thursday	-	Broth	-	2 pints.
				Bread	-	12 oz.
		Friday	-	Potato	-	2 $\frac{1}{2}$ lbs.
				Milk	-	$\frac{3}{4}$ pint.
				Bread	-	8 oz.
				(or Fish Dinner.)		
		Saturday	-	Pea Soup	-	2 pints.
				Bread	-	12 oz.
Supper	-	Daily	-	Porridge	-	6 oz. Meal ration.
				Milk	-	$\frac{1}{2}$ pint.

* This new Rate IIL was substituted for the previous Rate III. by the Rules of 1901.
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RATE V.

Breakfast -	Tuesday	Thursday	Saturday	Sunday	Monday	Wednesday	Friday	Tea	-	-	-	$\frac{1}{2}$ pint.
								Bread	-	-	-	8 oz.
								Tea	-	-	-	$\frac{1}{2}$ pint.
								Bread	-	-	-	8 oz.
								Cheese	-	-	-	1 oz.
Dinner -	Sunday							Broth	-	-	-	$1\frac{1}{2}$ pinta.
								Bread	-	-	-	8 oz.
	Monday							Beef	-	-	-	6 oz.
								Potato	-	-	-	1 lb.
								Bread	-	-	-	6 oz.
	Tuesday							Beef	-	-	-	6 oz.
								Bread	-	-	-	8 oz.
	Wednesday							Pea Soup	-	-	-	$1\frac{1}{2}$ pinta.
								Bread	-	-	-	8 oz.
	Thursday							Beef	-	-	-	6 oz.
								Potato	-	-	-	1 lb.
								Bread	-	-	-	6 oz.
	Friday							Fish	-	-	-	12 oz.
								Potato	-	-	-	1 lb.
								Bread	-	-	-	6 oz.
	Saturday							Beef	-	-	-	6 oz.
								Bread	-	-	-	8 oz.
Supper -	Daily							Porridge	-	-	-	6 oz. Meal ration.
								Milk	-	-	-	$\frac{1}{2}$ pint.

RATE VI.

Breakfast -	Daily							Porridge	-	-	-	8 oz. Meal ration.
								Milk	-	-	-	$\frac{3}{4}$ pint.
Dinner -	Sunday							Pea Soup	-	-	-	$1\frac{1}{2}$ pinta.
								Bread	-	-	-	10 oz.
								Cheese	-	-	-	$1\frac{1}{2}$ oz.
	Monday							Beef	-	-	-	6 oz.
								Broth	-	-	-	1 pint.
								Potato	-	-	-	1 lb.
								Bread	-	-	-	4 oz.
	Tuesday							Beef	-	-	-	6 oz.
								Broth	-	-	-	1 pint.
								Bread	-	-	-	8 oz.
	Wednesday							Beef	-	-	-	6 oz.
								Broth	-	-	-	1 pint.
								Potato	-	-	-	1 lb.
								Bread	-	-	-	4 oz.
	Thursday							Beef	-	-	-	6 oz.
								Rice Soup	-	-	-	1 pint.
								Cabbage*	-	-	-	1 lb.
								Bread	-	-	-	4 oz.

* An equal amount of carrot, turnip, turnip tops, leeks, parsnips, or other fresh vegetables may be substituted.

RATE VI.—*continued.*

Supper	Friday	-	Beef	-	-	6 oz.
			Broth	-	-	1 pint.
			Potato	-	-	1 lb.
			Bread	-	-	4 oz.
	Saturday	-	Beef	-	-	6 oz.
			Broth	-	-	1 pint.
			Bread	-	-	6 oz.
	Daily	-	Coffee	-	-	$\frac{3}{4}$ pint.
			Bread	-	-	12 oz.

RATE VII.

Breakfast	-	Daily	-	Porridge	-	-	8 oz. Meal ration.
				Milk	-	-	$\frac{3}{4}$ pint.
Dinner	-	Sunday	-	Pea Soup	-	-	1 $\frac{1}{2}$ pints.
				Bread	-	-	12 oz.
				Cheese	-	-	1 $\frac{1}{2}$ oz.
	-	Monday	-	Beef	-	-	7 oz.
				Broth	-	-	1 pint.
				Potato	-	-	1 lb.
				Bread	-	-	6 oz.
	-	Tuesday	-	Beef	-	-	7 oz.
				Broth	-	-	1 pint.
				Bread	-	-	10 oz.
	-	Wednesday	-	Beef	-	-	7 oz.
				Broth	-	-	1 pint.
				Potato	-	-	1 lb.
				Bread	-	-	6 oz.
	-	Thursday	-	Beef	-	-	7 oz.
				Rice Soup	-	-	1 pint.
				Cabbage*	-	-	1 lb.
				Bread	-	-	6 oz.
	-	Friday	-	Beef	-	-	7 oz.
				Broth	-	-	1 pint.
				Potato	-	-	1 lb.
				Bread	-	-	6 oz.
	-	Saturday	-	Beef	-	-	7 oz.
				Broth	-	-	1 pint.
				Bread	-	-	10 oz.
Supper	-	Daily	-	Coffee	-	-	1 pint.
				Bread	-	-	14 oz.

* An equal amount of carrot, turnip, turnip tops, leeks, parsnips, or other fresh vegetables may be substituted.

RATE VIII.

Breakfast	-	Daily	-	Porridge	-	6 oz. meal ration.
				Milk	-	$\frac{3}{4}$ pint.
Dinner	-	Sunday	-	Pea Soup	-	1 $\frac{1}{2}$ pinta.
				Bread	-	10 oz.
				Cheese	-	1 $\frac{1}{2}$ oz.
		Monday	-	Beef	-	4 oz.
				Broth	-	1 pint.
				Potato	-	1 lb.
				Bread	-	4 oz.
		Tuesday	-	Beef	-	4 oz.
				Broth	-	1 pint.
				Bread	-	6 oz.
		Wednesday	-	Beef	-	4 oz.
				Broth	-	1 pint.
				Potato	-	1 lb.
				Bread	-	4 oz.
		Thursday	-	Beef	-	4 oz.
				Rice Soup	-	1 pint.
				Cabbage*	-	1 lb.
				Bread	-	4 oz.
		Friday	-	Beef	-	4 oz.
				Broth	-	1 pint.
				Potato	-	1 lb.
				Bread	-	4 oz.
		Saturday	-	Beef	-	4 oz.
				Broth	-	1 pint.
				Bread	-	6 oz.
Supper	-	Daily	-	Coffee	-	$\frac{3}{4}$ pint.
				Bread	-	12 oz.

RATE IX.

A	Breakfast	-	Bread	-	8 oz.
			Water	-	—
	Dinner	-	Bread	-	4 oz.
			Water	-	—
	Supper	-	Bread	-	4 oz.
			Water	-	—
B	Breakfast	-	Gruel	-	1 pint.
			Bread	-	8 oz.
	Dinner	-	Bread	-	8 oz.
			Water	-	—
	Supper	-	Gruel	-	1 pint.
			Bread	-	8 oz.

* An equal amount of carrot, turnip, turnip tops, leeks, parsnips, or other fresh vegetables may be substituted.

RATE X.

CRIMINAL LUNATIC DEPARTMENT.

NOTE.—Where amount of ration is not stated, that food is allowed *ad libitum*. This does not apply to butter, of which 8 oz. weekly is to be allowed for each inmate.

Breakfast -	Daily -	{	Porridge -	8 oz. Meal ration (1).
			Sweet Milk -	$\frac{1}{2}$ pint.
			Skimmed Milk -	$\frac{1}{2}$ pint.
			or	
		{	Tea -	-
			Bread -	-
			Butter -	-
Dinner -	Sunday* -		Broth -	1½ pints.
			Bread -	-
			Cheese -	2 oz.
	Monday -		Pea Soup -	1 pint.
			Beef -	6 oz.
			Potato -	-
			Bread -	-
	Tuesday -		Pork or Mutton -	6 oz.
			Broth -	1 pint.
			Potato (2) -	-
			Bread -	-
	Wednesday -		Beef -	6 oz.
			Potato -	-
			Pudding -	-
			Bread -	-
	Thursday -		Broth -	1 pint.
			Beef -	6 oz.
			Potato -	-
			Bread -	-
	Friday -		Fish -	12 oz.
			Potato -	-
			Bread -	-
			Pudding -	-
	Saturday -		Pea Soup -	1 pint.
			Beef -	6 oz.
			Potato -	-
			Bread -	-
Supper -	Daily -		Tea or Coffee -	-
			Bread -	-
			Butter -	-

(1). For female inmates 6 oz. meal ration.

(2). Cabbage or other fresh vegetables may be substituted for potatoes.

* The Medical Superintendent shall have power to alter the Sunday dinner.

396. All male adult ordinary prisoners, tried or untried, shall receive Rate IV., unless :—

(a) They be physically unfit to perform an ordinary prison task, in which case they shall receive Rate III.

- (b) They be untried prisoners who do not work, or prisoners under report or punishment who do not work, in which cases they shall receive Rate III.
- (c) They be received with sentences for inebriety or disorder, in which case they shall receive Rate I. during the first two days, after which they shall receive Rate III. or Rate IV. according to their physical fitness.

397. All female adult ordinary prisoners, tried or untried, shall receive Rate III. unless :—

- (a) They be physically unfit to perform ordinary prison task, in which case they shall receive Rate II.
- (b) They be untried prisoners who do not work, or prisoners under report or punishment who do not work, in which cases they shall receive Rate II.
- (c) They be received for inebriety or disorder, in which case they shall receive Rate I. during the first two days, after which they shall receive Rate II. or Rate III. according to their physical fitness.

398. Juvenile prisoners are to receive Rate II. For them sweet milk is to be substituted for butter milk.

399. Civil prisoners, prisoners convicted of sedition or seditious libel, or committed for contempt of Court, prisoners under the Civil Imprisonment (Scotland) Act, 1882,* and prisoners under the Vaccination (Scotland) Act, 1863,† are to be dieted as untried prisoners.

400. Male convicts shall receive Rate VII. unless :—

- (a) They be employed at light outdoor or industrial labour, in which cases they shall receive Rate VI.
- (b) They be employed at light indoor labour, in which case they shall receive Rate VIII.
- (c) They be temporarily detained in an ordinary prison, or in a separate confinement under either punishment or report, or in punishment cells, in which cases they shall be dieted as ordinary male prisoners.

401. All female convicts shall receive Rate V. unless they be temporarily detained in an ordinary prison or in separate confinement under report or punishment, in which cases they shall be dieted as ordinary female prisoners.

402. Inmates of the Criminal Lunatic Department of Perth Prison shall receive Rate X.

403. Rules Nos. 396 to 401, and 404 (a), (c), and (d), may be suspended by dietary punishment. Rates IXA. and IXB. are

* 45 & 46 Vict. c. 42.

† 26 & 27 Vict. c. 108.

the punishment diets, and are to be subject to the following restrictions:—

- (a) Rate IXA. must not be given for more than three days consecutively, nor for more than three days out of nine.
- (b) Rate IXB. must not be given for more than fourteen days consecutively, nor for more than fourteen days out of twenty-one.
- (c) During the recuperative period of one punishment rate, the other is not to be imposed. The periods mentioned are to date from the commencement of the punishment.

404. The following alternative and extra diets are to be allowed:—

- (a) Male prisoners of more than 12 stone weight (without boots) or 6 feet high receiving Rates IV., VI., VII., or VIII., and female prisoners of more than 11 stone weight (without shoes) or 5 feet 10 inches high receiving Rates III. or V., shall receive as an extra 1 oz. cheese and 4 oz. bread daily, except with Rate VII., when the extra shall be 1 oz. cheese and 2 oz. bread.
- (b) Female prisoners nursing infants at the breast shall receive Rate III., with one pint sweet milk daily additional.
- (c) Ordinary prisoners whose term of imprisonment shall exceed one year may have, after nine months in prison, a supper consisting of $\frac{3}{4}$ pint of tea or coffee and 12 oz. bread daily, instead of the porridge supper.
- (d) Ordinary prisoners receiving Rates III. and IV., with sentences of more than four months, may receive a fish dinner once weekly. The fish dinner shall consist of 1lb. of potatoes, 12 oz. fresh fish, or 6 oz. stock fish, and 6 oz. bread with Rate III. diet, and 8 oz. bread with Rate IV. diet.
- (e)* When at work in the laundry, at the baths, in the reception rooms, or in the kitchen, female prisoners shall receive $\frac{1}{2}$ pint tea and 2 ozs. bread between breakfast and dinner, and the same in the afternoon when so employed between dinner and supper.
- (f)* Male prisoners employed for two hours or more before breakfast in the open air or in the kitchen shall receive 6 ozs. bread and $\frac{1}{2}$ pint tea before beginning work.
- (g)* The prison medical officers shall have power, should occasion arise, to increase or alter the diets of indi-

* These new Subsections (e), (f), (g) of Rule 404 were substituted for the previous subsection by the Rules of 1901.

vidual prisoners, and to reduce the diets of individual prisoners, should they be satisfied that those prisoners are receiving more food than they require.

The following directions relate to the foregoing dietaries, viz. :—

405.* Each pint of broth or soup must contain (1) 1 oz. marrow bones or oxhead, and (2) be seasoned with pepper in a proportion not exceeding 1 oz. to 100 pints and with salt 1 lb. to 100 pints. Hough neck of beef or other meat may be used either partly or entirely in place of marrow bones or oxhead, $\frac{1}{2}$ oz. of the former being taken as the equivalent of 1 oz. of the latter. The first of these directions does not apply to soup or broth served with the meat dinners of Rates VI., VII., and VIII.

406. Each pint of broth shall contain $1\frac{1}{2}$ oz. of barley, $\frac{1}{2}$ oz. of green peas, $1\frac{1}{2}$ oz. of leeks, carrots, turnips, or other similar vegetable, as may be most easily procured, and $\frac{1}{4}$ oz. of onion.

407. Each pint of pea soup shall contain 2 oz. of split peas, $\frac{1}{4}$ oz. of pease meal, $\frac{1}{4}$ oz. of onion or leeks, $\frac{1}{2}$ oz. of carrots or turnips.

408. Each pint of rice soup shall contain 2 oz. of rice and $\frac{1}{4}$ oz. chopped parsley.

409. Peas, barley, and rice to be well soaked before being used, and when served the peas ought to be perfectly soft.

410. All vegetables to be cut and washed before being weighed. Potatoes should be cleaned, divided in half if large, and freed from bad ones before being weighed. Special care must be taken to preserve the potatoes so that they shall not vegetate or be injured in any way.

411. Gruel when made in quantities exceeding 50 pints shall contain $1\frac{1}{2}$ oz. of oatmeal per pint; when made in smaller quantity 2 oz. oatmeal per pint. Gruel to be seasoned with salt and sweetened with $\frac{3}{4}$ oz. sugar per pint.

412.† Each pint of tea to be made from $\frac{1}{4}$ oz. of tea, 1 oz. sugar, and $\frac{1}{2}$ gill of skimmed milk, except with Rate X., when sweet milk shall be used.

413. Each pint of coffee to be made from $\frac{1}{2}$ oz. of ground coffee, $\frac{3}{4}$ oz. sugar, and $\frac{1}{2}$ gill of skimmed milk. Some chicory may be used with the coffee and weighed as such.

414. Pudding (Rate X.) to be either rice or bread crumb. Rice pudding to contain $1\frac{1}{2}$ oz. rice, $\frac{1}{2}$ oz. sugar, and 1-10th pint sweet milk. Bread-crumbs pudding 2 oz. of bread crumb, $\frac{1}{2}$ oz. of currants, $1\frac{1}{2}$ oz. flour. 1 oz. suet, and 1 oz. sugar for each person.

* This new Rule 405 was substituted for the previous Rule by the Rules of 1901.

† This new Rule 412 was substituted for the previous Rule by the Rules of 1901.

415. Meat is to be weighed without bone and before being cooked, and may be served cut up in the broth or soup.

416. Fish is to be weighed after being cleaned and trimmed, but before being cooked.

417. Salt must be given with each meal.

418. The milk of these dietaries shall be butter-milk, except for Rates V., VI., VII., VIII., and where otherwise stated.

419. The vessels in which the food is distributed may be collected half an hour after the prisoners have received them, except with dinner, when 40 minutes must be allowed. All unconsumed remnants of food must then be removed from the cells.

420. In the event of the following articles of diet not being readily obtainable, the under-named substitutes may be used:—

(a) Butter-milk.—Substitute skimmed or separated milk in equal quantity, or failing these, 2 oz. of cheese for each milk ration and 1 oz. sugar should that milk ration be due for a porridge meal.

(b)* Potato.—Substitute 2 ozs. rice and 8 ozs. fresh vegetable for 1 lb. potato; or failing fresh vegetables, 4 ozs. rice. With Rates II., III., and IV., when potatoes are not readily obtainable, a dinner similar to that of Thursday or a fish dinner may be given on Friday.

(c) Cabbage or other vegetable (Rates VI., VII., and VIII.).—Substitute 4 oz. bread for 1 lb. cabbage or other vegetables.

Employment of Prisoners.

421. Every prisoner, whether in separate confinement or **Labour.** on associated work, shall be employed, unless prevented by sickness, in such work as the governor shall appoint, every day except Sunday, and any day appointed for a general fast or thanksgiving. The hours of work in each day shall not **Hours.** exceed ten; exclusive of the time allowed for meals.

422. On Sundays and general fast or thanksgiving days **Relaxations.** the employment of prisoners shall be confined to what is strictly necessary for the service of the prison.

423. Episcopalian and Roman Catholic prisoners shall, on Christmas Day and Good Friday be treated as on Sundays.

424. A prisoner who is a Jew shall not be compelled to labour on his Sabbath.

* Subsection (b) of Rule 420 was substituted for the previous subsection (b) by the Rules of 1901.

Hard labour.

425. Every male prisoner sentenced to imprisonment accompanied with hard labour shall be kept at one or other of the following employments, viz.:—Picking oakum dry, stone breaking, heavy blacksmith work, weaving with a heavy loom, ship fender making, bean and corn crushing, sack-making and repairing, excavating and removing earth, or such other description of hard bodily labour as may be appointed by a writing under the hand of the Secretary for Scotland; and every female prisoner so sentenced shall be kept picking oakum dry, sack making, and repairing, tow-rope teasing and washing, or such other description of hard bodily labour as may be appointed by a writing under the hand of the Secretary for Scotland: the amount of labour to be fixed in each case by the governor with the advice of the medical officer, and to be such as to require the largest amount of labour which can be produced as penal discipline, having regard to physical condition.

426. Prisoners sentenced to imprisonment with hard labour after serving the first month of their sentences at one or other of the employments before named, or any other similar employments which may be added thereto, as provided for above, may be employed on industrial labour, specially tasked, the amount of labour to be fixed in each case by the governor with the advice of the medical officer, and to be such as to require the largest amount of labour which can be produced as penal discipline having regard to physical condition.

427. No prisoner who, in the opinion of the medical officer, as certified by him in writing, could not be employed at hard labour without risk to health, shall be so employed, but he will be employed on such other work as may in the opinion of the governor be suitable; all such exemptions shall be recorded by the medical officer and the governor.

Classification of convicts.

428. Every convict shall on reception into prison pass in separate confinement such portion of his sentence as shall be ordered by the Secretary for Scotland, and shall subsequently be eligible for employment on public works.

429. For convicts a progressive system of classes shall be established, with specific privileges attached to that class, and every convict shall have the opportunity of profiting by this system.

430. A convict while in any class shall be entitled to every privilege attached to that class, unless he shall forfeit any privilege as hereafter provided for.

431. The promotion of a convict from one class to another shall be gained by industry, but it may be postponed for idleness or misconduct, or he may be removed to a lower class, or to probation, or be placed in separate confinement, or he may forfeit any of the privileges of his class.

432. By hard labour and industry with good conduct a male convict may render himself eligible for a licence when one-fourth of his sentence has yet to run. In like manner a female convict may render herself eligible for a licence when one-third of her sentence has yet to run. This rule will not apply to a convict under sentence of penal servitude for life. Remission.

433. A daily record of the industry of every convict shall be kept in marks, which record shall be carefully supervised by the governor and head warder, and every convict shall be required to earn, as a condition of becoming eligible for a licence as above mentioned, the number of marks assigned to his sentence, and in addition, any marks he may have forfeited as provided under the rules of prison offences. Industry record.

434. A convict shall also be required to earn, as a condition of obtaining promotion to a higher class, the number of marks assigned to the next lower class, and, in addition, any marks forfeited for class as provided under the rules.

435. A convict who is unable, but not unwilling, to perform hard labour, or who is under medical treatment in the infirmary, may receive marks according to the circumstances of the case. Marks for sick convicts.

436. The record of marks gained by a convict shall be communicated to him from time to time in such manner as may be directed.

Prison Offences.

437. A prisoner shall be deemed to be guilty of an offence who shall— Prison offences.

- (a) Disobey any order of the governor or of any other officer.
- (b) Treat with disrespect any officer or servant of the prison, or any visitor, or any person employed in connexion with the prison or works.
- (c) Be idle, careless, or negligent at work, or refuse to work.
- (d) Behave irreverently at divine service or prayers.
- (e) Swear, curse, or use any abusive, insolent, threatening, or other improper language.
- (f) Be indecent in language, act, or gesture.
- (g) Assault any person.
- (h) Converse or hold intercourse with another prisoner without authority.
- (i) Sing, whistle, or make any unnecessary noise, or give any unnecessary trouble.
- (k) Leave his cell or other appointed location, or his place of work, without permission.

- (l) In any way disfigure or injure any part of the prison, or any article to which he may have access.
- (m) Commit any nuisance.
- (n) Have in his cell or possession any article he is not allowed to have.
- (o) Give to or receive from any prisoner any article whatever without leave.
- (p) Refuse or neglect to conform to rules and orders laid down.
- (q) In any other way offend against good order and discipline.
- (r) Attempt to do any of the foregoing acts.

**Methods of
punishment.**

438. The following are the authorised methods of punishment:—

- (a) Deprivation of work for a period.
- (b) Isolation at exercise.
- (c) Isolation at chapel.
- (d) Reduction of diet.
- (e) Confinement in darkened punishment cell.
- (f) Sleeping on wooden guard-bed.
- (g) Setting to hard labour for a period.
- (h) Forfeiture of the privilege of association.
- (i) Forfeiture of marks.
- (k) Reduction of class.
- (l) Forfeiture of gratuity.
- (m) Restraint of the limbs.

439. Punishment may be awarded by one or more of such means, except that untried prisoners may not be punished for offence (c), Rule 437, and can only be punished under Rule 438 (a), (b), (c), (d), (e), (f), (l).

Exemptions.

440. Civil prisoners, and prisoners convicted of sedition or seditious libel, or committed for contempt of court, or prisoners under the Vaccination (Scotland) Act, 1863,* and lunatic prisoners shall not be subject to the punishments defined in Rule 438, except that they may, when the medical officer finds it necessary, be put in restraint for medical reasons.

441. Female prisoners, and males above 60 years of age and under 13 shall not be punished under clause (f) Rule 438.

Punishment.

442. No punishment or privation of any kind shall be awarded to a prisoner by any officer of a prison except the governor, or in his absence the officer appointed to act for him.

443. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him and of making his defence.

* 26 & 27 Vict. c. 108.

444. No means of restraint shall be used except those of such patterns as have been approved by the Secretary for Scotland.

445. For misconduct by a prisoner immediately before or during his removal, the punishment may be administered in the prison to which the removal is effected.

446. Convicts on public works, or female convicts in first or second reformatory classes under report may be kept in their cells and treated as ordinary prisoners until their cases are disposed of.

447. The governor shall not order any prisoner to be confined in a punishment cell for any term exceeding 24 hours, nor shall the visiting committee order any prisoner to be punished by confinement in a punishment cell for any term exceeding 14 days.

Limitation of punishment cell.

448. Every prisoner in a punishment cell shall be visited during the day by an officer at intervals of not more than three hours.

449. No prisoner shall be confined in an absolutely dark cell.

450. Darkened punishment cells shall be used only in cases of gross misconduct, and prisoners so confined shall have daily exercise, the duration of which shall be determined by the medical officer.

451. When a prisoner is confined in a punishment cell it shall be stated in the sentence if he is to be allowed work while so confined or be deprived of it.

452. The governor shall not have power to impose the punishment of bread and water for more than 24 hours.

Limitation of bread and water diet.

453. The punishment of bread and water to the full limit to which it may be inflicted shall not in any case be immediately repeated without a special report from the medical officer.

454. Dietary punishment shall not be inflicted on any prisoner, nor shall he be placed in a punishment cell, unless the medical officer shall have certified that such prisoner is in a fit condition of health to undergo such punishment.

Punishment.

455. When the governor considers it necessary to restrain any criminal prisoner from injuring himself, because he shows a tendency to suicide, he shall at once communicate with the medical officer as to the restraint to be employed, and if in a case of emergency restraint has been employed before the medical officer's sanction has been obtained, the medical officer will record in writing his approval or disapproval. The circumstance is also to be recorded in the governor's journal and reported to the Commissioners.

Restraint on suicidal prisoners.

**Special rules
for convicts.**

456. In addition to the foregoing rules, convicts may be subject to special rules prepared by the Secretary for Scotland, under the powers conferred by Section 23, 49 & 50 Vict. c. 49.^o

*Gratuities to Prisoners.***Gratuities.**

457. A record of the industry of each convict will be kept by marks, and provided his conduct and industry have been good, the Commissioners may, if it shall seem to them likely that he will be benefited thereby, allow a prisoner under sentence of penal servitude, on liberation, a sum not exceeding 4*l.*, except in very special circumstances, when it may be increased to 6*l.*, regard being had to the class the convict has gained, and the number of marks earned in each class; but any marks so earned may be forfeited by idleness or misconduct after they have been gained.

458. A record of the industry of ordinary prisoners will be kept by marks; and such marks may be forfeited by idleness, or misconduct after they have been earned.

459. Provided the prisoner's industry and conduct have been good, and provided it shall appear probable that a gratuity will be beneficial on his release, a gratuity not exceeding 2*l.* may be paid by the governor, regard being had to the number of marks earned.

460. Any gratuity granted to a prisoner on his discharge may be paid through a prisoners' aid society or refuge, or in such manner and under such conditions as the Commissioners may order for the purpose of preventing its being misapplied.

461. Any convict or prisoner wishing to be recommended, on his discharge, to a certified prisoners' aid society, for advice and assistance, may state such wish to the governor, who will give full consideration to it, and act as he shall see best for the advantage of the prisoner.

*Prisoner under Sentence of Death.***Prisoners
under sentence
of death.**

462. A prisoner under sentence of death may be visited by such of his relations, friends, and legal advisers as he may desire to see, by an order in writing from a member of the visiting committee.

463. If any person make it appear to the Commissioners or to a member of the visiting committee that he has important business personal to the prisoner to transact with him, the Commissioners or such member may grant permission in writing to such person to have a conference with the prisoner, but visits of curiosity shall on no account be allowed.

464. If the prisoner is a member of the Established Church, the duty and responsibility of affording him religious instruction shall be in the chaplain, if not otherwise arranged. If, however, the prisoner desires the services of another clergyman,

* The Peterhead Harbour of Refuge Act, 1886. For special rules now (December 31, 1903) in force, see p. 81 below.

he shall, with the written authority of a member of the visiting committee, be provided, as far as practicable, with one of his own choice. Throughout the whole period between sentence and execution, regular entries shall be made in the register of visits to prisoners, of every such visit which shall be paid to the prisoner, specifying the name and designation of the visitor, the authority under which he receives admission, the hour at which the visit is made, and the duration of the visit. In all cases of admission for the purpose above mentioned, it shall be competent, if the application cannot be made directly to the Commissioners, to obtain the requisite order from the visiting committee, who shall report the same for the information of the Commissioners.

465. On the day of execution all strangers shall be excluded, except any clergyman, in attendance as above, and the persons authorised to be present in terms of the Statute 31 & 32 Vict. c. 24.

466. A black flag shall be hoisted at the moment of execution, upon a staff placed on an elevated and conspicuous part of the prison and shall remain displayed for one hour.

467. The bell of the prison, or if arrangements can be made for that purpose, the bell of the parish or other neighbouring church, shall be tolled for 15 minutes before and 15 minutes after the execution.

468. No cast of the head of the deceased convict shall be taken after the execution, and no person shall be allowed to view the body, except those authorised by statute, or by a written order of a Commissioner.

469. Immediately upon the reception of a prisoner from the High Court of Justiciary under a sentence of death, the governor of the prison to which the prisoner is first sent shall intimate the fact to the Secretary for Scotland, transmitting at the same time a certified copy of the extract conviction received with the prisoner, and also the best newspaper report of the trial. In his letter of intimation he shall also direct attention to the date fixed for the execution of the prisoner, and the prison in which it is ordered to be carried out. If this should be another prison, the governor shall subsequently report to the Secretary for Scotland the date on which the prisoner was removed to the prison of execution, which should never be later than the day after sentence. Copies of the intimation made to the Secretary for Scotland shall also be transmitted by the same post to the Prison Commissioners.

*Criminal Lunatics confined in Lunatic Department,
Perth (General) Prison.*

*470. The medical superintendent shall have, under the Criminal Commissioners, entire charge of both the male and female ^{Criminal lunatics.} divisions of the Criminal Lunatic Department.

* This new Rule 470 was substituted for the previous Rule by the Rules of 1901.

471. The matron has the supervision of the female side of the lunatic department, and will report to the governor, through the medical superintendent thereon, as often as required so to do.

472. No prisoner received into the lunatic department on a certificate of insanity, on soul and conscience, by two medical persons, shall be removed from the lunatic department to undergo discipline in the penal department unless on a certificate, on soul and conscience, by two medical persons, that they have personally visited and carefully examined the prisoner, and that he, in their opinion, is not insane.

(d) Treatment of Criminal Prisoners.

ORDER, DATED MARCH 15, 1877, MADE BY THE SECRETARY OF STATE AS TO REGISTERING AND PHOTOGRAPHING OF HABITUAL CRIMINALS.

[This Order is printed under the title of "Prison, England."]

REGULATIONS, DATED AUGUST 1, 1896, MADE BY THE SECRETARY FOR SCOTLAND UNDER SECTIONS 8 AND 9 OF THE PENAL SERVITUDE ACT, 1891,* FOR THE MEASURING AND PHOTOGRAPHING OF CRIMINAL PRISONERS.

1896. No. 757.

1. Subject as herein-after mentioned, a criminal prisoner may be photographed and measured at any time during his imprisonment.

2. He shall be photographed either in the dress of the prison, or in the dress he wore at the time of his arrest or trial or in any other dress suitable to his ostensible position and occupation in life.

The photograph to be taken shall include a photograph of the full face, and a photograph of the true profile of the prisoner.

3. The measurements to be taken may include :--

The length and breadth of the head ;

The length and breadth of the face ;

The length and breadth of the ears ;

The length of either foot.

The length of the fingers of either hand ;

The length of the cubit and hand, either right or left ;

* 54 & 55 Vict. c. 69.

The span of the arms ;

The prisoner's height when standing ;

The prisoner's height when sitting ;

The size and relative position of every scar and distinctive mark upon any part of the body :

The external filament of the fingers and thumbs of both hands to be taken by pressing them, first upon an inked plate, and then upon paper or cardboard, so as to leave a clear print of the skin surface.

4. An untried criminal prisoner shall not be photographed or measured while in prison save by order of the Secretary for Scotland, or upon an application in writing signed by a procurator-fiscal or upon an application in writing signed by an officer of police of not lower rank than superintendent and approved by a sheriff or sheriff substitute, and all such applications shall set forth that from the character of the offence with which the prisoner is charged or for other reasons, there are grounds for suspecting that he has been previously convicted, or has been engaged in crime, or that from any other cause his photograph and measurements are required for the purposes of justice.

5. When an untried prisoner who has not been previously convicted of crime shall have been photographed and measured under the preceding regulation, if he be discharged by the magistrate or acquitted upon his trial, all photographs (both negatives and copies), finger-print impressions, and records of measurements so taken, shall be forthwith destroyed or handed over to the prisoner.

6. Whenever any of the aforesaid regulations are applied to an untried prisoner a report of the circumstances shall be transmitted by the Prison Commissioners to the Secretary for Scotland.

Settled and approved this 1st day of August, 1896.

(L.S.)

Balfour of Burleigh.

Scottish Office,
Whitehall, S.W.

(e) Visiting Committees of Prisons.*

[*Note.*—The names of discontinued prisons are printed in italics.]

RULES MADE FEBRUARY 22, 1883, BY THE SECRETARY OF STATE, AS TO THE CONSTITUTION OF VISITING COMMITTEES TO HER MAJESTY'S PRISONS IN SCOTLAND.

PRISONS (SCOTLAND) ACT, 1887.†

In pursuance of the Prisons (Scotland) Act, 1887,† I hereby make the following rule as to the appointment of visiting committees to the prisons after named :—

The visiting committee for the prisons specified in the first column of the subjoined table, shall, from and after the next election of a visiting committee be constituted as set forth for the same prisons respectively in the sub-columns of the same table.

Name of Prison.	Constitution of Visiting Committee.	
	Bodies to appoint Visiting Committees.	Numbers of Members to be appointed.
Aberdeen - - -	[<i>Constitution changed by Rule made February 22, 1888, printed at p. 67 below.</i>]	
Ayr - - - -	Ayrshire, Commissioners of Supply of -	6
	Argyllshire, Commissioners of Supply of -	1
	Ayr, Magistrates of - - - -	3
	Kilmarnock, Magistrates of - - -	1
	Irvine, Magistrates of - - - -	1
		12
<i>Cupar (a).</i>		
<i>Dingwall (a).</i>		
<i>Dumbarton (b).</i>		
<i>Dumfries (b).</i>		
Dundee - - -	[<i>Constitution altered by Rule of February 22, 1888, printed at p. 67 below.</i>]	
<i>Dunfermline (b).</i>		
Edinburgh - -	[<i>Constitution altered by Rule of February 22, 1888, printed at p. 67 below.</i>]	
<i>Elgin (a).</i>		
Glasgow - - -	[<i>Constitution altered by Rules of June 21, 1883, and February 22, 1888, and June 15, 1889, the last of which is printed at p. 69 below.</i>]	
Greenock - - -	[<i>Constitution altered by Rules of June 15, 1889, printed at p. 69 below.</i>]	

* The powers of the Commissioners of Supply to appoint visiting committees under these Rules were transferred to county councils by ss. 11 (1), 12 of the Local Government (Scotland) Act, 1889 (52 & 53 Vict. c. 50), and references to such Commissioners in the following Rules are to be read and continued accordingly. † 40 & 41 Vict. c. 53.

(a) Closed March 31, 1888, under Order dated November 1, 1887. Parliamentary Paper, 1888 (35), LXXXII., 815.

(b) Discontinued August 15, 1883, under Order dated June 22, 1883. Parliamentary Paper, 1883 (46-5), LV., 791.

Visiting Committees of Prisons.

67

Name of Prison.	Constitution of Visiting Committee.	
	Bodies to appoint Visiting Committees.	Numbers of Members to be appointed.
<i>Haddington (c).</i> <i>Inveraray (d).</i> <i>Inverness - - -</i>	[<i>Constitution altered by Rule of February 22, 1888, printed at p. 67 below.</i>]	
<i>Jedburgh (a).</i> <i>Kirkcudbright (f).</i> <i>Kirkwall - - -</i>		
	Orkney, Commissioners of Supply of Caithness-shire, Commissioners of Supply of	8 4 12
Lerwick - - -	Zetland, Commissioners of Supply of	8
<i>Linlithgow (c).</i> <i>Lochmaddy (g).</i> <i>Paisley (f).</i> <i>Perth (h).</i> <i>Selkirk (c).</i> <i>Stirling (k).</i> <i>Stornoway - - -</i>	Ross and Cromartyshire, Commissioners of Supply of.	
<i>Stranraer (f).</i> <i>Thbermory (i).</i>		6

Settled and approved this 22nd day of February, 1883.

W. V. Harcourt.

RULE, MADE FEBRUARY 22, 1888, BY THE SECRETARY FOR SCOTLAND, AS TO THE CONSTITUTION OF THE VISITING COMMITTEES TO HER MAJESTY'S PRISONS AT ABERDEEN, DUNDEE, EDINBURGH, GLASGOW, INVERNESS, AND MAXWELLTOWN.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885 and 1887,† I hereby make the following rule as to the appointment of visiting committees to the prisons afternamed.

The visiting committees for the prisons specified in the first column of the subjoined table, shall, from and after the next election of a visiting committee, be constituted as set forth for the same prisons respectively in the sub-columns of the same table.

(c) Discontinued May 31, 1886, under Order dated May 11, 1886. Scottish Office Paper.

(d) Discontinued August 31, 1889, under Order dated June 15, 1889. Parliamentary Paper, 1889 (204), LXI., 411.

(f) Discontinued August 15, 1883, under Order dated June 22, 1883. Parliamentary Paper, 1883 (46-5), LV., 791.

(g) Discontinued April 30, 1891, under Order dated April 3, 1891.

(h) Discontinued May 31, 1888. Scottish Office Paper.

(i) Discontinued January 31, 1884, under Order dated January 2, 1884.

(k) Perth local prison discontinued April 15, 1887, under Order dated March 14, 1887. Scottish Office Paper.

* 40 & 41 Vict. c. 53.

† 48 & 49 Vict. c. 61 ; 50 & 51, Vict. c. 52

4 G 2

Table.

Name of Prison.	Constitution of Visiting Committee.	
	Bodies to appoint Visiting Committees.	Numbers of Members to be appointed.
Aberdeen - - -	Aberdeen, Commissioners of Supply of -	2
	Kincardine, Commissioners of Supply of -	1
	Caithness, Commissioners of Supply of -	1
	Elgin, Commissioners of Supply of -	1
	Banff, Commissioners of Supply of -	1
	Aberdeen, Magistrates of - - -	2
	Peterhead, Magistrates of - - -	1
	Elgin, Magistrates of - - -	1
	Banff, Magistrates of - - -	1
	Wick, Magistrates of - - -	1
		12
Dundee - - -	Forfar, Commissioners of Supply of -	2
	Fife, Commissioners of Supply - - -	2
	Kinross, Commissioners of Supply of -	1
	Dundee, Magistrates of - - -	2
	Forfar, Magistrates of - - -	2
	Arbroath, Magistrates of - - -	1
	Brechin, Magistrates of - - -	1
	Montrose, Magistrates of - - -	1
	Cupar, Magistrates of - - -	2
	St. Andrew's, Magistrates of - - -	1
	Dysart, Magistrates of - - -	1
	Kirkcaldy, Magistrates of - - -	1
	Dunfermline, Magistrates of - - -	1
		18
Edinburgh - - -	Midlothian, Commissioners of Supply of -	2
	Linlithgow, Commissioners of Supply of -	1
	Haddington, Commissioners of Supply of -	1
	Peebles, Commissioners of Supply of -	1
	Selkirk, Commissioners of Supply of -	1
	Roxburgh, Commissioners of Supply of -	1
	Berwick, Commissioners of Supply of -	1
	Fife, Commissioners of Supply of -	1
	Kinross, Commissioners of Supply of -	1
	Stirling, Commissioners of Supply of -	1
	Edinburgh, Magistrates of - - -	2
	Musselburgh, Magistrates of - - -	1
	Leith, Magistrates of - - -	1
	Portobello, Magistrates of - - -	1
	Linlithgow, Magistrates of - - -	1
	Haddington, Magistrates of - - -	1
	Dunbar, Magistrates of - - -	1
	Peebles, Magistrates of - - -	1
	Selkirk, Magistrates of - - -	1
	Jedburgh, Magistrates of - - -	1
	Hawick, Magistrates of - - -	1
	Dysart, Magistrates of - - -	1
	Kirkcaldy, Magistrates of - - -	1
	Dunfermline, Magistrates of - - -	1
	Stirling, Magistrates of - - -	1
	Falkirk, Magistrates of - - -	1
		23

Name of Prison.	Constitution of Visiting Committee.	
	Bodies to appoint Visiting Committees.	Numbers of Members to be appointed.
Glasgow - - -	[Constitution altered by Rule of June 15, 1889, printed below.]	
Inverness - - -	Inverness, Commissioners of Supply of	2
	Nairn, Commissioners of Supply of	1
	Elgin, Commissioners of Supply of	1
	Banff, Commissioners of Supply of	1
	Ross, Commissioners of Supply of	1
	Cromarty, Commissioners of Supply of	1
	Sutherland, Commissioners of Supply of	1
	Caithness, Commissioners of Supply of	1
	Inverness, Magistrates of	1
	Nairn, Magistrates of	1
	Elgin, Magistrates of	1
	Banff, Magistrates of	1
	Wick, Magistrates of	1
		14
Maxwelltown - -	Kirkcudbright, Commissioners of Supply of	3
	Dumfries, Commissioners of Supply of	3
	Wigtown, Commissioners of Supply of	1
	Roxburgh, Commissioners of Supply of	1
	Berwick, Commissioners of Supply of	1
	Dumfries, Magistrates of	1
	Stranraer, Magistrates of	1
	Wigtown, Magistrates of	1
		12

Settled and approved this 22nd day of February, 1888.

Lothian.

Office of the Secretary for Scotland,
Dover House, Whitehall.

RULE MADE JUNE 15, 1889, BY THE SECRETARY FOR SCOTLAND, AS TO THE CONSTITUTION OF THE VISITING COMMITTEES TO HER MAJESTY'S PRISONS AT GLASGOW AND GREENOCK.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885† and 1887,‡ I hereby make the following rule as to the appointment of visiting committees to the prisons after-named.

The visiting committees for the prisons specified in the first column of the subjoined table shall from and after the next election of a visiting committee, be constituted as set

* 40 & 41 Vict. c. 53.

† 48 & 49 Vict. c. 61.

‡ 50 & 51 Vict. c. 52.

forth for the same prisons respectively in the sub-columns of the same table.

Table.

Name of Prison.	Constitution of Visiting Committee.	
	Bodies to appoint Visiting Committees.	Numbers of Members to be appointed.
Glasgow - - -	Lanark, Commissioners of Supply of -	4
	Renfrew, Commissioners of Supply of -	2
	Dumbarton, Commissioners of Supply of -	2
	Stirling, Commissioners of Supply of -	1
	Clackmannan, Commissioners of Supply of -	1
	Kinross, Commissioners of Supply of -	1
	Argyll, Commissioners of Supply of -	1
	Glasgow, Magistrates of -	2
	Rutherglen, Magistrates of -	1
	Lanark, Magistrates of -	1
	Hamilton, Magistrates of -	1
	Airdrie, Magistrates of -	1
	Paisley, Magistrates of -	1
	Renfrew, Magistrates of -	1
	Dumbarton, Magistrates of -	1
	Stirling, Magistrates of -	1
	Falkirk, Magistrates of -	1
	Campbeltown, Magistrates of -	1
		24
Greenock - - -	Renfrew, Commissioners of Supply of -	4
	Bute, Commissioners of Supply of -	2
	Argyll, Commissioners of Supply of -	2
	Greenock, Magistrates of -	3
	Port Glasgow, Magistrates of -	1
	Rothsay, Magistrates of -	1
	Campbeltown, Magistrates of -	1
		14

Settled and approved this 15th day of June, 1889.

Lothian.

Office of the Secretary for Scotland,
Whitehall.

(f) Alternative Prisons.

[*Note.*—The names of discontinued prisons are printed in italics.]

RULE DATED MARCH 15, 1878, MADE BY THE SECRETARY OF STATE, APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF CERTAIN OTHER PRISONS.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint that upon an order being made for the

* 40 & 41 Vict. c. 53.

discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect, the prison specified in the third column shall be a prison for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Table.

Prisons to be Discontinued.	County in which discontinued Prison is situated.	Prison Appointed.
<i>Banff (a)</i> - - -	Banff - - -	Elgin.*
<i>Kirkintilloch (a)</i> - - -	Dumbarton - - -	Dumbarton.†
<i>Helensburgh (a)</i> - - -	Haddington - - -	Haddington.‡
<i>Dunbar (a)</i> - - -	Kincardine - - -	Aberdeen.
<i>Stonehaven (a)</i> - - -	Kinross - - -	Alloa.§
<i>Kinross (a)</i> - - -	Nairn - - -	Inverness.
<i>Nairn (a)</i> - - -	Peebles - - -	Edinburgh.
<i>Peebles (a)</i> - - -	Renfrew - - -	Paisley.†
<i>Pollockshaws (a)</i> - - -	Ross and Cromarty - - -	Dingwall.*
<i>Tain (a)</i> - - -	Roxburgh - - -	Jedburgh.‡
<i>Hawick (a)</i> - - -	Wigtown - - -	Stranraer.†
<i>Kelso (a)</i> - - -		
<i>Wigtown (a)</i> - - -		

Settled and approved this 15th day of March, 1878,

Richard Assheton Cross,

One of Her Majesty's Principal
Secretaries of State.

RULE, DATED MAY 23, 1878, MADE BY THE SECRETARY OF STATE, SUBSTITUTING STIRLING PRISON FOR FALKIRK PRISON IN CERTAIN CASES.

In pursuance of the powers vested in me by the Prisons Scotland Act, 1877,|| I, the Right Honourable Richard Assheton Cross, one of Her Majesty's Principal Secretaries of State, do hereby appoint that the prison of Falkirk, in the county of Stirling, shall, on and after the 8th day of July, 1878, cease to be a prison for the detention, beyond 14 days from the date of their respective sentences, of criminal prisoners sentenced to imprisonment; and that the prison of Stirling,** in the county of Stirling, shall be the prison to which the prisoners

(a) Discontinued from April 25, 1878, by Order published in Parliamentary Paper, 1878 (138), LXIII., 855.

* But *see* Order of April 29, 1886, printed at p. 77 below.

† But *see* Order of June 21, 1883, printed at p. 75 below.

‡ But *see* Order of March 12, 1886, printed at p. 76 below.

§ But *see* Order of June 29, 1881, printed at p. 73 below.

|| 40 & 41 Vict. c. 53.

** But *see* Order of April 29, 1886, printed at page 77 below.

who cannot be detained in the prison of Falkirk, by reason of the change made by this rule in the classes of prisoners for which the same is legal, shall be removed.

Richd. Assheton Cross.

Whitehall, 23rd May, 1878.

RULE, DATED FEBRUARY 16, 1880, MADE BY THE SECRETARY OF STATE, APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF CERTAIN OTHER PRISONS.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint that upon an order being made for the discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect, the prison specified in the third column shall be a prison for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Table.

Prisons to be Discontinued.	County in which discontinued Prison is situated.	Prison Appointed.
<i>Kilmarnock (a)</i> - - -	<i>Ayr</i> - - -	<i>Ayr.</i>
<i>Dornoch (a)</i> - - -	<i>Sutherland</i> - - -	<i>Dingwall.†</i>
<i>Greenlaw (a)</i> - - -	<i>Berwick</i> - - -	<i>Jedburgh.‡</i>
<i>Fort William (b)</i> - - -	<i>Inverness</i> - - -	<i>Inverness, for prisoners belonging to Inverness-shire; and Inveraray,‡ for prisoners belonging to Argyllshire.</i>

Settled and approved this 16th day of February, 1880.

Richard Assheton Cross,
One of Her Majesty's Principal
Secretaries of State.

* 40 & 41 Vict. c. 53

(a) Discontinued as from March 29, 1880, by Order published in Parliamentary Paper, 1880 (19-ii.), LIX., 605.

(b) Discontinued as from August 31, 1880, by Order published in Parliamentary Paper, 1880 (195 iv.), LIX., 615.

† But see Order of April 29, 1886, printed at page 77 below.

‡ But see Order of March 12, 1886, printed at page 76 below.

RULE, DATED JANUARY 28, 1881, MADE BY THE SECRETARY OF STATE APPOINTING THE PRISON OF INVERNESS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE PRISON OF PORTREE.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint, that upon an order being made for the discontinuance of the prison of *Portree*, (a) in the town of Portree and county of Inverness, then from the date of such order coming into effect, the prison of Inverness, in the town and county of Inverness, shall be a legal prison for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Settled and approved this 28th day of January, 1881.

W. V. Harcourt.

RULES, DATED FEBRUARY 28, 1881, MADE BY THE SECRETARY OF STATE APPOINTING THE PRISON OF STIRLING FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE PRISON OF FALKIRK.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint that upon an order being made for the discontinuance of the prison of *Falkirk*, (b) in the town of Falkirk and county of Stirling, then from the date of such order coming into effect, the prison of Stirling,† in the town and county of Stirling, shall be a legal prison for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison,

Settled and approved this 28th day of February, 1881.

W. V. Harcourt.

RULE, DATED JUNE 29, 1881, MADE BY THE SECRETARY OF STATE APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF CERTAIN OTHER PRISONS.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint that upon an order being made for the discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect, the prisons specified in the third column shall be prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

* 40 & 41 Vict. c. 53.

(a) Discontinued as from March 31, 1881, by Order published in Parliamentary Paper, 1881, 20-6, LXXVI., 751.

(b) Discontinued as from April 11, 1881, by Order published in Parliamentary Paper, 1881, 20-13, LXXVI., 785.

† But see Order of April 29, 1886, printed at page 77 below.

Table.

Prisons to be discontinued.	County in which discontinued Prison is situated.	Prisons appointed.
<i>Dunblane (a)</i> - - -	Perth - - -	Stirling* and Perth.
<i>Alloa (b)</i> - - -	Clackmannan - -	Stirling* and Dunfermline.†

Settled and approved this 29th day of June, 1881.

W. V. Harcourt.

Home Office, Whitehall.

RULE, DATED NOVEMBER 28, 1881, MADE BY THE SECRETARY OF STATE APPOINTING THE PRISONS OF DINGWALL, ABERDEEN, AND KIRKWALL FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE PRISON OF WICK.

In pursuance of the Prisons (Scotland) Act, 1877,‡ I hereby appoint that upon an order being made for the discontinuance of the prison of *Wick (c)*, in the burgh of Wick and county of Caithness, then from the date of such order coming into effect, the prison of *Dingwall,** in the town of Dingwall and county of Ross, the prison of Aberdeen, in the city of Aberdeen and county of Aberdeen, and the prison of Kirkwall, in the town of Kirkwall and county of Orkney, shall be legal prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Settled and approved this 28th day of November, 1881.

W. V. Harcourt.

RULE, DATED FEBRUARY 18, 1882, MADE BY THE SECRETARY OF STATE APPOINTING THE PRISONS OF INVERARAY, GREENOCK, OR AYR, FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE PRISON OF CAMPBELTOWN.

In pursuance of the Prisons (Scotland) Act, 1867,‡ I hereby appoint that upon an order being made for the discontinuance of the prison at *Campbeltown (d)*, in the town of Campbeltown and county of Argyll, then from the date of such order coming into effect, the prison of Greenock in the county of Renfrew,

(a) Discontinued as from August 31, 1881, by Order published in Parliamentary Paper, 1881, 20-21, LXXVI., 801.

(b) Discontinued as from August 31, 1881, by Order published in Parliamentary Paper, 1881, 20-23, LXXVI., 805.

(c) Discontinued as from March 31, 1882, by Order published in Parliamentary Paper, 1882, 30, LIV., 577.

(d) Discontinued as from March 31, 1882, by Order published in Parliamentary Paper, 1882, 30-4, LIV., 585.

* But *see* Order of April 29, 1886, printed at p. 77 below.

† But *see* Order of June 21, 1883, printed at p. 75 below.

‡ 40 & 41 Vict. c. 53.

or the prison of *Inveraray*,* in the said county of Argyll, or the prison of Ayr in the county of Ayr, shall be legal prisons for the confinement of such prisoners as might have been confined in the prison so discontinued had it remained in existence as a legal prison.

Settled and approved this 18th day of February, 1882.

W. V. Harcourt.

RULE, DATED JUNE 27, 1882, MADE BY THE SECRETARY OF STATE APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE PRISONS OF LANARK, AIRDRIE, HAMILTON, ROTHESAY, AND FORFAR.

In pursuance of the Prisons (Scotland) Act, 1877,† I hereby appoint that upon an order being made for the discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect, the prisons specified in the third column shall be prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued, had it remained in existence as a legal prison.

Table.

Prisons to be discontinued.	County in which discontinued Prison is situated.	Prisons appointed.
<i>Lanark (a)</i> - -	<i>Lanark</i> - - -	Glasgow.
<i>Airdrie (a)</i> - -	<i>Lanark</i> - - -	Glasgow.
<i>Hamilton (a)</i> - -	<i>Lanark</i> - - -	Glasgow.
<i>Rotheray (a)</i> - -	<i>Bute</i> - - -	Greenock.
<i>Forfar (a)</i> - -	<i>Forfar</i> - - -	Dundee for untried prisoners; and Perth for convicted prisoners.

W. V. Harcourt.

Whitehall, 27th June, 1882.

RULE, DATED JUNE 21, 1883, MADE BY THE SECRETARY OF STATE APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF CERTAIN OTHER PRISONS.

In pursuance of the Prisons (Scotland) Act, 1877,† I hereby appoint that upon an order being made for the discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect, the prisons specified in the third column shall be prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

* But see Order of March 12, 1886, printed at p. 76 below.

† 40 & 41 Vict. c. 53.

(a) Discontinued as from August 15, 1882, by Order published in Parliamentary Paper, 1882 (30-7), LIV., 591.

Table.

Prisons to be discontinued.	County in which discontinued Prison is situated.	Prisons appointed
<i>Paisley (a)</i> - -	Renfrew - - -	Glasgow.
<i>Dumfries (a)</i> - -	Dumfries - - -	Maxwelltown.
<i>Dumbarton (a)</i> - -	Dumbarton - - -	Glasgow.
<i>Kirkcudbright (a)</i> - -	Kirkcudbright - - -	Maxwelltown.
<i>Stranraer (a)</i> - -	Wigtown - - -	Maxwelltown.
<i>Dunfermline (a)</i> - -	Fife - - -	Cupar,* for prisoners from the counties of Fife and Kinross; and Stirling,* for prisoners from the county of Clackmannan.

Settled and approved this 21st day of June 1883.

W. V. Harcourt.

RULE, DATED MARCH 12, 1886, MADE BY THE SECRETARY FOR SCOTLAND, APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF CERTAIN OTHER PRISONS.

In pursuance of the Prisons (Scotland) Act, 1877,† and the Secretary for Scotland Act, 1885,‡ I hereby appoint that upon an order being made for the discontinuance of any prison specified in the first column of the subjoined table, then from the date of such order coming into effect the prisons specified in the third column shall be prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Table.

Prisons to be discontinued.	Counties in which Prisons to be discontinued are situated.	Substituted Prisons appointed.
<i>Inveraray § (b)</i> - -	Argyll - - -	Greenock, Stirling,* and Perth Local Prison.
<i>Linlithgow (c)</i> - -	Linlithgow - - -	Edinburgh.
<i>Haddington (c)</i> - -	Haddington - - -	Edinburgh.
<i>Selkirk (c)</i> - -	Selkirk - - -	Edinburgh.
<i>Jedburgh (c)</i> - -	Roxburgh - - -	Edinburgh and Maxwelltown.

Settled and approved this 12th day of March, 1886.

G. O. Trevelyan.

Secretary for Scotland's Office, Whitehall.

(a) Discontinued as from August 15, 1883, by Order published in Parliamentary Paper, 1883 (46-5), LV., 791.

(b) Discontinued as from August 31, 1889, by Order published in Parliamentary Paper, 1889 (204), LXI., 411.

(c) Discontinued as from May 31, 1886, by Order published as a Scottish Office Paper.

* But see Order of April 29, 1886, printed at p. 77 below.

† 40 & 41 Vict. c. 53. ‡ 48 & 49 Vict. c. 61.

§ But see Order of June 15, 1889, printed at p. 78 below.

|| But see Order of January 26, 1887, printed at p. 78 below.

RULES, DATED APRIL 29, 1886, MADE BY THE SECRETARY FOR SCOTLAND, APPOINTING CERTAIN PRISONS FOR THE RECEPTION OF PRISONERS ALTERNATIVELY WITH CERTAIN OTHER PRISONS.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Act, 1885,† I hereby appoint that upon this rule coming into force, as provided for in Section 58 of the first recited Act, prisoners who formerly could only be committed to the prisons named in the first column of the subjoined table may, in accordance with the provision in Section 27 of the first recited Act, be committed to the prisons named in the second column of the subjoined table.

Table.

Prisons.	Prisons appointed as alternative Prisons for those in Column 1.	Counties in which alternative Prisons are situated.
<i>Stirling</i> -	Perth (local † and general), Edinburgh, Glasgow, and Barlinnie.	Perth, Midlothian, and Lanark.
<i>Cyfar</i> ¶ -	Perth (local † and general), Dundee and Edinburgh.	Perth, Forfar, and Midlothian.
<i>Elgin</i> ¶ -	Aberdeen and Inverness.	Aberdeen and Inverness.
<i>Dingwall</i> ¶ -	Inverness.	Inverness.
<i>Ayr</i> § -	Glasgow, Barlinnie, and Max- welltown.	Lanark and Kirkcudbright.
<i>Greenock</i> § -	Glasgow and Barlinnie.	Lanark.

Settled and approved this 29th day of April, 1886.

Dalhousie.

Secretary for Scotland's Office,
Whitehall.

* 40 & 41 Vict. c. 53.

† 48 & 49 Vict. c. 61.

‡ See Order of January 26, 1887, printed at p. 78 below.

§ These prisons have not been discontinued.

|| Discontinued May 31, 1888, by Order published as a Scottish Office Paper.

¶ Discontinued March 31, 1888, under Order dated November 1, 1887, Parliamentary Paper, 1888, 35, LXXXII., 815.

RULE, DATED JANUARY 26, 1887, MADE BY THE SECRETARY FOR SCOTLAND, APPOINTING THE GENERAL PRISON AT PERTH FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF THE LOCAL PRISON AT PERTH.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Act, 1885,† I hereby appoint that the general prison at Perth shall be a legal prison for all descriptions of civil and criminal prisoners, and upon an order being made for the discontinuance of the local prison at Perth,‡ in the county of Perth, then from the date of such order coming into effect the said general prison shall be a legal prison for the confinement of such prisoners as might have been legally confined in the prison as discontinued had it remained in existence as a legal prison.

Settled and approved this 26th day of January, 1887.

Arthur James Balfour.

Office of the Secretary for Scotland,
Dover House, Whitehall.

RULE, DATED JUNE 15, 1889, APPOINTING THE PRISONS OF GREENOCK AND GLASGOW FOR THE RECEPTION OF PRISONERS UPON THE DISCONTINUANCE OF INVERARAY PRISON.

In pursuance of the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885 and 1887,§ I hereby appoint that upon an Order being made for the discontinuance of the prison of *Inveraray*,|| in the burgh of Inveraray and county of Argyll, then from the date of such Order coming into effect the prison of Greenock, in the county of Renfrew, and the prison of Glasgow, in the county of Lanark, shall be legal prisons for the confinement of such prisoners as might have been lawfully confined in the prison so discontinued had it remained in existence as a legal prison.

Sealed and approved this 15th day of June, 1889.

Lothian.

Office of the Secretary for Scotland,
Whitehall.

* 40 & 41 Vict. c. 53.

† 48 & 49 Vict. c. 61.

‡ Discontinued April 15, 1887, by Order published as a Scottish Office Paper.

§ 48 & 49 Vict. c. 61; 50 & 51 Vict. c. 52.

|| Discontinued August 31, 1889, by Order published in Parliamentary Paper, 1889, 204, LXI., 411.

RULE MADE BY THE SECRETARY FOR SCOTLAND, DATED JANUARY 23, 1891, APPOINTING THE NEW PRISON LATELY ERECTED AT TORRY, NEAR TO THE CITY OF ABERDEEN, A LEGAL PLACE OF DETENTION FOR ALL DESCRIPTIONS OF CRIMINAL AND CIVIL PRISONERS, AND PROVIDING THAT ALL RULES AND ORDERS APPLICABLE TO THE PRESENT PRISON OF ABERDEEN SHALL BE APPLICABLE TO THE SAID NEW PRISON.

In pursuance of the Prisons (Scotland) Act, 1877,* I hereby appoint that upon an Order being made by me for the discontinuance of the present prison of *Aberdeen*,† situated in Lodge Walk, in the city of Aberdeen, the new prison lately erected on the lands of Torry, near to the city of Aberdeen, shall, from the date of such Order coming into effect, be a legal prison, under the name of Her Majesty's Prison, Aberdeen, for the confinement of all prisoners who might have been lawfully detained in the present prison. Further, I direct that all Rules and Orders now in force in regard to the present prison of Aberdeen shall be applicable to and of legal effect in the new prison.

Settled and approved this 23rd day of January, 1891.

(Signed) *Lothian.*

Office of the Secretary for Scotland,
Whitehall.

RULE MADE BY THE SECRETARY FOR SCOTLAND, DATED AUGUST 7, 1902, APPOINTING THE NEW PRISON, LATELY ERECTED AT INVERNESS A LEGAL PLACE OF DETENTION FOR ALL DESCRIPTIONS OF CRIMINAL AND CIVIL PRISONERS, AND PROVIDING THAT ALL RULES AND ORDERS APPLICABLE TO THE PRESENT PRISON OF INVERNESS SHALL BE APPLICABLE TO THE SAID NEW PRISON.

1902. No. 691.

In pursuance of the powers vested in me by the Prisons (Scotland) Act, 1877,* and the Secretary for Scotland Acts, 1885 to 1889,† I do hereby appoint that upon an Order being made by me for the discontinuance of the present prison of Inverness, situated at the Castle, Inverness, the new prison lately erected off the Old Edinburgh Road, Inverness, shall, from the date of such Order coming into effect, be a legal prison, under the name of His Majesty's Prison, Inverness, for

* 40 & 41 Vict. c. 35.

† Discontinued June 9, 1891, by Order published in Statutory Rules and Orders, 1891, p. 604.

‡ 48 & 49 Vict. c. 61 ; 50 & 51 Vict. c. 52 ; 52 & 53 Vict. c. 16.

the confinement of all prisoners who might have been lawfully detained in the present prison. Further, I direct that all Rules and Orders now in force in regard to the present prison of Inverness shall be applicable to and of legal effect in the new prison.

Settled and approved this 7th day of August, 1902.

Balfour of Burleigh.

Office of the Secretary for Scotland,
Whitehall.

2. Convict Prisons.

ORDER IN COUNCIL APPOINTING PETERHEAD PRISON TO BE
A GENERAL PRISON FOR MALE PRISONERS.

At the Court at Windsor, the 29th day of June, 1888.

PRESENT :

The Queen's Most Excellent Majesty in Council.

Whereas by the Prisons (Scotland) Act, 1877 (40 & 41 Vict., cap. 53) it is provided that by Order in Council Her Majesty may declare any prison to be a general prison; and whereas by the Peterhead Harbour of Refuge Act, 49 & 50 Vict., cap. 49, sec. 23, it is provided that by Order in Council Her Majesty may declare the prison at Peterhead, which, by the said last-mentioned act is authorised to be erected for the detention of male convicts, to be a general prison; and whereas it has been represented to Her Majesty that the said prison has now been erected, and that it is expedient that the same shall now be declared a general prison.

Now, therefore, Her Majesty, by and with the advice of Her Privy Council doth order, and it is hereby ordered, that the said prison at Peterhead in the county of Aberdeen, with the whole buildings and grounds pertaining thereto, shall be a general prison for the confinement of male prisoners sentenced to penal servitude.

C. L. Peel.

SPECIAL RULES, DATED JULY 23, 1888, MADE BY THE SECRETARY FOR SCOTLAND, FOR THE GOVERNMENT OF PETERHEAD CONVICT PRISON, IN PURSUANCE OF SECTION 23 OF THE PETERHEAD HARBOUR OF REFUGE ACT, 1886.*

I. A convict guilty of an offence under the prison rules may be awarded for the same by the governor any one or more of the following punishments in addition to any other punishment :—

1. Confinement in a punishment cell for any time not exceeding three days.
2. No. IX. diet (a) for any time not exceeding three days.
3. Separate confinement at hard or light labour, for any term not exceeding 28 days, on the diet authorised for ordinary prisoners sentenced to imprisonments for similar periods, or on diet IX. (b) if the period does not exceed 10 days, and on light labour.
4. Reduction from a higher to a lower class or suspension of any of the privileges of any class for any time not exceeding three months.
5. Postponement of promotion to a higher class for any time not exceeding three months.
6. Deprivation of a mattress for any time not exceeding three days for idleness or refusing to work, or refusing to leave the separate cells.
7. Forfeiture of remission for any term not exceeding fourteen days.

II. If any prisoner be guilty of any serious or repeated offence, for which the punishment which the governor is authorised to inflict shall be deemed insufficient, the governor shall without loss of time report the same to the Commissioners, who are empowered to inquire into the same, and to award to such prisoners forfeiture of the privilege of remission, or of the privilege of classification as well as any one or more of the following punishments or restraints :—

1. Confinement in a punishment cell for any period not exceeding 28 days, on diet No. II., or on IX. (b), if the period does not exceed 20 days.
2. Separate confinement for any term not exceeding nine months, and while undergoing this punishment, a prisoner will be placed as may be directed on diet No. IV., or on diet IX. (b), if the period does not exceed 20 days, and on light labour.

III. Any prisoner who shall assault or attempt to assault any person, or who shall escape, or attempt to escape, may,

* 49 & 50 Vict. c. 49.

by a written order of a Commissioner, be made to wear a distinctive dress, and be restrained in leg chains or cross irons for any period not exceeding six months.

IV. Any prisoner who shall injure or destroy his clothing may be made to wear a canvas dress by a written order of a Commissioner.

V. Any of the following offences proved to have been committed by a male prisoner will render him liable to corporal punishment after inquiry upon oath before a Commissioner:—

1. Mutiny or open incitements to mutiny; personal violence to any officer or servants of the prison, or to a fellow prisoner; grossly abusive or offensive language to any officer or servants of the prison.
2. Wilfully or wantonly breaking the prison windows or otherwise destroying the prison property.
3. When under punishment, wilfully making a disturbance tending to interrupt the order and discipline of the prison.
4. Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.

VI. Corporal punishment, in the case of a prisoner over 18 years of age, shall be inflicted with a cat o' nine tails or a birch rod, and in the case of a prisoner under 18 years of age with a birch rod; the instruments in either case shall be of a pattern approved by the Secretary for Scotland.

VII. The number of lashes inflicted on a prisoner over 18 years of age shall not exceed 36, or on a prisoner under 18 years of age, 18.

VIII. The order for corporal punishment shall be duly entered in the appointed manner, and the number of lashes, and the instruments with which they are to be inflicted, shall in all cases be stated in such order.

IX. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him, and of making his defence.

X. Corporal punishment shall not be inflicted unless the medical officer shall have certified that the prisoner is in a fit condition of health to undergo such punishment, and he shall have power, during the progress of the punishment, if he deems it necessary, to remit any portion uninflicted.

XI. The governor shall attend every corporal punishment inflicted within the prison; and he shall enter in his journal the hour at which the punishment was inflicted, the number of lashes or strokes given, and any order which he or the medical officer may have given on the occasion.

XII. The governor shall, after the infliction of two-thirds of any sentence of corporal punishment, have power to remit the remainder or any portion thereof.

XIII. The medical officer shall attend every corporal punishment inflicted in the prison, and his instructions thereon for preventing injury to health shall be obeyed.

XIV. Convicts reported for any offence shall be separately confined and placed on No. IV. or VIII. diet, until the report is investigated and disposed of. To prevent improper communication they should be exercised or taken to chapel separately. In case a convict is brought in from labour under report and taken to the separate cells the first meal he will have is the same as he would have received in his own cell.

Settled and approved this 23rd day of July, 1888.

Lothian,
Her Majesty's Secretary
for Scotland.

PRISON, IRELAND.

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|-------------------------------------|---------------------------------------|
| 1. <i>Local Prisons</i> , p. 1. | 3. <i>Bridewells</i> , p. 192. |
| 2. <i>Convict Prisons</i> , p. 141. | 4. <i>Prisons Generally</i> , p. 192. |

1. Local Prisons.

- | | |
|--|---|
| (a) <i>Prison Rules</i> , p. 1. | (c) <i>Appointment of Prisons</i> |
| (b) <i>Visiting Committee</i> , p. 52. | <i>for particular Localities</i> , p. 63. |

(a) Prison Rules.

ORDER IN COUNCIL, DATED APRIL 3, 1902, APPROVING OF RULES MADE BY THE GENERAL PRISONS BOARD, MARCH 20, 1902, FOR THE GOVERNMENT OF ORDINARY PRISONS IN IRELAND.*

1902. No. 590.

By the General Prisons Board for Ireland.

In pursuance of the General Prisons (Ireland) Act, 1877,† the General Prisons Board for Ireland hereby make the following Rules for the government of ordinary Prisons :—

PART I.

GENERAL RULES FOR THE GOVERNMENT OF ORDINARY PRISONS.

Preliminary.

1. The general rules in this Part shall be subject to the special rules as to particular classes of prisoners. Relation of general to special rules.

Buildings and Cells.

2. A cell shall not be used for the separate confinement of a prisoner unless it is certified by the General Prisons Board to be of such a size, and to be lighted, warmed, ventilated, and fitted up in such a manner as may be requisite for health, and furnished with the means of enabling the prisoner to communicate at any time with an officer of the prison.

3. In every prison an infirmary or proper place for the reception of sick prisoners shall be provided. Infirmary.

4. The wards, cells, and yards where females are confined shall be secured by locks different from those securing the wards, cells, and yards allotted to male prisoners. Locks.

* These rules, having been laid before Parliament for 40 days, came into force August 1, 1902.

† 40 & 41 Vict. c. 49.

Admission, Discharge, and Removal.

Searching.

5.—(1.) Every prisoner shall be searched on admission and at such times subsequently as may be directed, and all prohibited articles shall be taken from him.

(2.) The searching of a prisoner shall be conducted with due regard to decency and self-respect, and in as seemly a manner as is consistent with the necessity of discovering any concealed article.

(3.) No prisoner shall be searched in the presence of another prisoner.

Prisoner's property.

6. All money or other effects brought into the prison by any prisoner, or sent to the prison for his use, which he is not allowed to retain, shall be placed in the custody of the governor, who shall keep an inventory of them.

Provision as to female prisoners.

7. A female prisoner shall be searched by female officers. In other respects the same course shall be pursued in reference to the admission, removal, or discharge of a female prisoner as in the case of a male prisoner.

Record of measurements and other particulars.

8. The name, age, height, weight, features, particular marks, general appearance, and such other measurements and particulars as may be required in regard to a prisoner shall, upon his admission, and from time to time, be recorded in such manner as may be directed.

Photographing of prisoner.

9. Every prisoner may, if required, for purposes of justice, be photographed on reception and subsequently; but no copy of the photograph shall be given to any person unless he is officially authorised to receive it.

Medical examination on admission.

10. Every prisoner shall, as soon as possible after his admission, be separately examined by the medical officer, who shall record the state of health of the prisoner, and such other particulars as may be directed.

Medical examination on removal or discharge.

11. Every prisoner shall be examined by the medical officer before being removed to any other prison, or being discharged from prison. No prisoner shall be removed to any other prison unless the medical officer certifies that he is fit for removal; and no prisoner labouring under any acute or dangerous illness shall be discharged from prison until, in the opinion of the medical officer, the discharge is safe, unless the prisoner requires to be discharged.

Bath.

12. Every prisoner shall take a bath on reception, unless it is otherwise directed in any particular case by the governor or medical officer.

Cutaneous disease or vermin.

13. If any prisoner is found to have any cutaneous disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same.

14. After a prisoner is received at the prison, an abstract of the rules relating to the conduct and treatment of prisoners shall be read over to him, and proper means shall afterwards be taken by the governor for making him acquainted with the purport and effect of those rules.

Notification of rules to prisoner.

15. A prisoner shall be exposed to public view as little as possible while being removed from or to prison. In order to avoid exposure while passing through the public streets, he shall, if necessary, be conveyed in a cab or other closed vehicle.

Removal to or from prison.

16. No payment made by a prisoner in part satisfaction of the sum adjudged to be paid by him, in order to obtain the remission of a part of his imprisonment, as provided by Section 1 of the Fine or Imprisonment (Scotland and Ireland) Act, 1899, shall be made on Sunday, or on a week day before 9 a.m. or after 4 p.m.

Release of prisoner on payment of portion of fine.

17. Any gratuity granted to a prisoner on his discharge may be paid through a Prisoners' Aid Society, or in such manner and under such conditions as the Board may order for the purpose of preventing its being misapplied.

Application of gratuity on discharge.

18. The child of a female prisoner may be received into prison with its mother, provided it is at the breast. In all such cases an authority from the committing magistrate for the child's admission should accompany the prisoner on reception. Any child so admitted shall not be taken from its mother until the medical officer of the prison certifies that it is in a fit condition to be removed. When the child has attained the age of nine months the medical officer shall report whether it is desirable or necessary that it should be any longer retained, but except under special circumstances the child shall not be kept in prison after it has arrived at the age of twelve months. Any child so retained may be supplied with clothing at the public expense.

Children of female prisoners.

19. Before the discharge of any such child the governor shall ascertain from the relations whether they are willing and in a position to receive it; in the event of their being unable to do so, he shall cause it to be sent to the workhouse of the union in which the mother was apprehended, having previously communicated thereon with the workhouse authorities.

Removal of children from prison.

Food, Clothing, and Bedding.

20. No spirituous liquors of any kind shall be admitted for the use of any prisoner under any pretence whatever, except in pursuance of special rules or of a written order of the medical officer specifying the quantity to be admitted, and the name of the prisoner for whose use it is intended. This rule shall not apply to any stock of spirituous liquors kept in the prison for the use of the infirmary and under the control of the medical officer.

Spirituous liquors.

Smoking of tobacco.

21. Smoking shall not be allowed in, nor tobacco be introduced into, a prison, except by the authority of the Board, or unless specially required for medical reasons, and then only under the written authority of the medical officer, a copy of which he shall enter in his journal.

Food.

22. Each prisoner shall be supplied with a sufficient quantity of wholesome food, according to a scale or scales of diet, in framing which regard shall be had to the sex and employment of the prisoner, and other circumstances which require consideration.

Complaints as to diet.

23. A prisoner who has any complaint to make regarding the diet furnished to him, or who wishes his diet to be weighed or measured for the purpose of ascertaining whether he is supplied with the proper quantity, must make his request as soon as possible after the diet is handed to him, and it will be weighed or measured in his presence, and in that of the officer deputed for that purpose. Repeated complaints of a groundless nature made by any prisoner under colour of this rule, with the evident purpose of giving annoyance or trouble, shall be treated as a breach of prison discipline, and the offender will be liable to punishment accordingly.

Alterations in food.

24. The diet of any individual prisoner, not being a patient in the infirmary, may be increased or altered, or in the case of any prisoner who persistently wastes his food, may be reduced, on the written recommendation of the medical officer.

Quality of provisions

25. The governor shall consult the medical officer respecting the quality of the provisions furnished to the prisoners.

Fermented liquors.

26. A prisoner shall not be allowed any wine, beer, or other fermented liquor, except under a written order from the medical officer, to be entered in his journal, specifying the quantity and the name of the prisoner for whose use it is intended, or in pursuance of special rules.

Restrictions as to food, clothing, &c.

27. A prisoner shall not receive any food, clothing, bedding, or necessaries other than the prison allowance, except under special circumstances, or in pursuance of special rules.

Prison dress.

28. Every prisoner shall be provided with a complete prison dress, and shall be required to wear it unless the General Prisons Board shall, by order in writing, otherwise direct on the ground that the wearing of such dress is not necessary for the purpose of health or cleanliness.

Return of prisoners' clothes on discharge.

29. On the discharge of a prisoner, his own clothes shall be returned to him unless it has been found necessary to destroy them, in which case he will be provided with clothing.

Occupation of separate cell.

30. Each prisoner shall usually occupy a cell by himself by day and by night (except as otherwise directed). If, for medical reasons or other special circumstances, it is necessary that prisoners be associated, not fewer than three prisoners may be located in one room, in which each shall be supplied with a separate bed.

31. Every prisoner shall be supplied with sufficient bedding as may be directed, and such additional clothing and bedding may be issued during severe weather, or, in special cases, as the medical officer may deem requisite. Clothing and bedding.

32. Every male prisoner, over 16 years of age and under 60, sentenced to hard labour, shall be required to sleep without a mattress for the first 14 days of his sentence, unless the medical officer shall order otherwise. He shall not be deprived of a mattress for the rest of his sentence, except as a punishment. Mattress.

Cleanliness.

33.—(1.) A prisoner shall be required to keep himself clean and decent in his person, and to conform to such regulations as may be laid down for that purpose. Rules as to cleanliness.

(2.) The hair of a female prisoner shall not be cut without her consent, except on account of vermin or dirt, or when the medical officer deems it requisite on the ground of health, and the hair of a male prisoner shall not be cut closer than may be necessary for purposes of health and cleanliness.

(3.) Every prisoner shall obey such regulations as regards washing, bathing, and hair cutting, as may be from time to time prescribed with a view to the maintenance of health and cleanliness.

(4.) A prisoner shall not be stripped or bathed in the presence of another prisoner.

(5.) Each prisoner shall keep his cell, utensils, books, and other articles issued for his use, and his clothing and bedding, clean and neatly arranged, and shall clean and sweep the yards, passages, and other parts of the prison as may be directed.

Classification.

34. All convicted prisoners, except misdemeanants of the first division, shall be classified as follows :— Classification of prisoners.

(a) Star class, to consist of prisoners who have not been previously convicted of serious crime, or who are not habitually criminal or of corrupt habits.

(b) Ordinary class, to consist of prisoners who have been previously convicted of serious crime, or who are habitual criminals or of corrupt habits.

(c) Juvenile offenders.

35.—(1.) A system of progressive stages shall be established with specific privileges attached to each stage, and every prisoner shall have the opportunity of profiting by this system. Progressive stages.

(2.) A prisoner while in any stage shall be entitled to every privilege attached to that stage, unless he forfeits any privilege as provided by this rule.

(3.) The promotion of a prisoner from one stage to another shall be gained by industry, but it may be postponed for idleness or misconduct, or he may be removed to a lower stage, or he may forfeit any of the privileges of his stage.

Record of industry.

36.—A daily record of the industry of every prisoner shall be kept in marks, the award of which shall be carefully supervised by the governor and deputy governor.

Promotion in stage.

37. Every prisoner shall be required to earn, as a condition of obtaining promotion to a higher stage, the number of marks assigned to his existing stage, and, in addition, any marks forfeited for stage.

Employment.

Restrictions on employment of prisoners.

38. A prisoner may be employed in the service of the prison, but shall not be employed in the discipline thereof, or in the service of any officer or servant thereof, or in the service or education of any other prisoner.

Hard labour.

39.—(1.) Every male prisoner, not being a juvenile offender, if sentenced to hard labour, shall, for 28 days, or for the whole of his sentence, if it is less than 28 days, be employed in strict separation on hard bodily or hard manual labour, provided that no prisoner shall be so employed for more than ten or less than six hours per diem, exclusive of meals. If his sentence is more than 28 days, he shall, after that period, provided his conduct and industry are good, be employed on labour of a less hard description in association if practicable, and shall be eligible for all the privileges of the progressive stage system. Provided that no prisoner shall be required to perform any labour of any description unless certified by the medical officer to be fit for such labour.

(2.) An aged prisoner in weak health, or any prisoner suffering from physical or mental infirmity, likely to be aggravated by cellular isolation, shall be employed on such work and in such way as the medical officer may direct.

Imprisonment without hard labour.

40. A prisoner sentenced to imprisonment without hard labour shall be required to work during such number of hours, not more than ten or less than six (exclusive of meals) in each day, as may be prescribed, unless the medical officer certifies that he is unfit for such labour; and shall be liable to punishment for neglect of work. He shall from the beginning of his sentence be employed on some useful industry, for the purpose of which he may, if necessary, be associated, and he shall be entitled to such privileges as can be gained by industry with good conduct under the progressive stage system.

All labour if possible to be productive.

41. The labour of all prisoners shall, if possible, be productive, and the trades and industries taught and carried on shall, if practicable, be such as may fit the prisoner to earn his livelihood on release.

42. Every female prisoner sentenced to hard labour shall be kept at labour during such number of hours, not more than ten or less than six (exclusive of meals) in each day, as may be prescribed, unless the medical officer certifies that she is unfit for such labour, regard being had to any advice or suggestions that members of the visiting committee or Discharged Prisoners' Aid Society are able to offer on the subject.

Labour for females.

43.—(1.) No prisoner shall be employed at unnecessary labour on Sundays, Christmas Day, Good Friday, 1st and 6th January, 17th and 25th March, Ascension Day, the first Thursday after Trinity Sunday, the 29th June, the 15th August, and 1st November, and days appointed for a general fast or thanksgiving.

Employment on Sundays, &c.

(2.) A prisoner who is a Jew shall not be compelled to labour on his Sabbath or on such days of festival as may be prescribed.

44. The medical officer shall from time to time examine the prisoners sentenced to hard labour during the time of their being so employed, and shall enter in his journal the name of any prisoner whose health he thinks to be endangered by a continuance of labour, and thereupon that prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

Medical examination of hard labour prisoners

Health.

45. A prisoner, when employed in cellular or indoor work, shall, when practicable, be permitted to take exercise daily in the open air for two hours, or for a longer period which the medical officer may deem necessary for his health, having regard to the nature of the work and the state of health of any particular prisoner. Means shall be provided, if possible, for exercise to take place, in wet weather, under cover.

Exercise.

Religious Instruction.

46. The chaplain shall see the sick and visit the prisoners, if any, confined in punishment cells at least three times a week, Sundays included, and oftener if necessary, and shall pay special attention to juvenile offenders.

To visit the sick and prisoners in punishment cells at least three times a week.

47. The General Prisons Board may, upon the application of any chaplain, approve of certain clergymen, not exceeding three in number, of the same religious persuasion as such chaplain, from whom he may appoint a substitute or substitutes, or accept assistance, under the circumstances and in the cases hereinafter provided.

Chaplain's substitutes to be approved by Prison Board.

48. The chaplain shall insert the names and residences of the clergymen so approved of in the chaplain's journal.

Names of substitutes to be entered in journal.

49. The chaplain, when he is absent on leave or when from sickness or other sufficient cause, he is prevented from

Nomination by chaplain of substitutes.

performing his duties in person, may nominate one or more of the clergymen so approved of as his substitute or substitutes, or may accept the assistance of any of the said clergymen in performance of his duties.

Withdrawal
of approval
of substitute.

50. The General Prisons Board may withdraw an approval given under Rule No. 47.

To attend
prisoners
ordered for
execution.

51. The chaplain shall more particularly afford his spiritual assistance to all prisoners under order for execution, or committed on charges punishable with death.

To see
prisoners on
admission
and discharge.

52. The chaplain shall see and admonish every prisoner under charge or conviction of any crime, on admission and discharge, as far as practicable.

To pay
particular
attention to
every
prisoner's state
of mind.

53. The chaplain shall pay particular attention to the state of mind of every prisoner; and if he observe that the mind of any prisoner is likely to be injuriously affected by the discipline or treatment, he shall report the same in writing to the governor, entering such report in his journal.

To visit
school and
examine the
prisoners.

54. The chaplain shall frequently visit the schools and inspect the course of instruction pursued in them; but any examinations of the prisoners at school which he may make shall be confined to the subjects of the books of lessons, and shall be of a secular character. If he shall find any cause for complaint, he shall make it known to the governor, or, if necessary, to the General Prisons Board. He shall see that the school register is properly kept, and note the progress of the prisoners accurately therein. He shall not introduce for prison use any book or other publication or document which has not been sanctioned by the General Prisons Board.

Burials.

55. The chaplain shall keep an accurate register of the burials of all prisoners belonging to his persuasion who may die in the prison, and he shall, if required, attend at the interment of such prisoners.

Journal.

56. The chaplain shall keep a journal noting his attendance and the several duties performed by him, and invariably lay it before the Visiting Committee at their visits.

Chaplain to
communicate
abuses to
governor.

57. The chaplain shall communicate to the governor any abuse or impropriety in the prison which may come to his knowledge, and shall enter the same in his journal.

Substitute on
death of
chaplain.

58. In the event of the death of any chaplain or assistant chaplain of a prison, the governor shall provide a substitute, and report the vacancy to the General Prisons Board.

Prayers
and religious
services.

59. Prisoners shall attend prayers or religious services whenever performed, unless allowed by the governor to be absent for sufficient reason, or unless their attendance is dispensed with by the visiting committee or the Board. This rule shall not apply to any prisoner who is attended or visited by a minister of a church or persuasion differing from those of the prison chaplains. And no prisoner shall be compelled to

attend any religious service held or performed, or any religious instruction given, by the chaplain, minister, or religious instructor of a church or persuasion to which the prisoner does not belong.

60. The chaplain shall, as soon as possible after the 31st March in each year, send to the Board a report, with reference to the year ended on that day, on the religious and moral condition of the prisoners, the result of the instruction given in the schools, and such other matters belonging to his department as may be desired to report on. He shall report periodically and from time to time for the information of the Board, on such points connected with his department as he may think it desirable to bring before them, or as they direct. He may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

Annual and periodical reports.

61. The chaplain shall in conjunction with the governor use his best endeavours to provide for the employment of prisoners on discharge.

Duty as to employment on discharge.

62. The chaplain shall conform to the rules and regulations of the prison, and shall not interfere with the working of them as regards the safe custody, discipline, and labour of the prisoners, but shall support the governor in the maintenance thereof.

Duty to conform to rules.

63. If any prisoner who is of a religious persuasion other than those of the prison chaplains specially so requests, the governor shall permit a minister of that persuasion to visit him at proper and reasonable times, under regulations approved by the Board. The governor shall cause such prisoners to be made acquainted with this privilege on their admission.

Visits by ministers of particular denominations.

64. Chaplains shall not hold communication with any prisoners other than those of their own persuasions respectively.

Access by chaplain to prisoners.

65. Chaplains shall have access to the catalogue of books to be issued to prisoners, and no book to which a chaplain makes objection shall be issued to any prisoner of his persuasion.

Power as to books.

66. Except as provided by special rules, no books or printed papers shall be admitted into any prison for the use of the prisoners, except by permission of the General Prisons Board.

Books and printed papers.

67. No books or printed papers intended for the religious instruction of prisoners shall be admitted but those chosen by the chaplain of the persuasion to which the prisoner belongs; provided that, in case there may be a difference of opinion between the chaplain and the General Prisons Board with respect to books or papers proposed to be admitted for the religious instruction of a prisoner, reference shall be had to

Religious books.

his bishop or constituted ecclesiastical authority, whose decision shall be final; and, subject to such permission of the General Prison Board as aforesaid, all books or printed papers admitted into any prison for the religious instruction of prisoners belonging to any other persuasion, and who are visited by a minister of such persuasion, shall be approved by such minister.

Catalogue.

68. The governor shall keep a catalogue of all books and printed papers admitted into the prison.

Instruction.

Provision for instruction.

69.—(1.) Provision shall be made in every prison for the instruction of prisoners in reading, writing, and arithmetic, during such hours and to such extent as may be appointed. It will be the duty of the chaplain to give his personal superintendence to that instruction.

(2.) Every prisoner eligible for instruction shall be kept from labour and be under instruction for not less than four hours in each week.

Library books and books of instruction.

70.—(1.) A library shall be provided in each prison, consisting of books sanctioned by the Board, and no books other than those supplied to the prison library shall be permitted for the use of the prisoners, except in pursuance of special authority.

(2.) A prisoner, during the first month of his sentence, shall be allowed books of instruction in addition to the usual religious books.

(3.) A prisoner, after the first month of his sentence, shall, in addition to the usual books of instruction, secular and religious, be allowed other library books, and the frequent exchange of such books shall be allowed according to his conduct and industry.

Penalties for failure to profit by instruction.

71. Prisoners who do not do their best to profit by the instruction afforded them may be deprived of any privileges in the same way as if they had been idle or negligent at labour.

Visits and Communications.

General provisions as to visits and letters.

72.—(1.) Communications between prisoners and their friends by visits and letters will be allowed in accordance with the following rules, subject to restrictions imposed for the maintenance of discipline and order in the prison.

(2.) A prisoner will not be allowed to communicate with his friends when not entitled to do so by the rules, except by special permission; but, under urgent or pressing circumstances not admitting of delay, the governor may grant permission, which he shall record in his journal.

(3.) A convicted prisoner, after two months of the term of his sentence have expired, shall, provided his conduct and industry have been satisfactory, be allowed to communicate with his relatives and respectable friends by letter, and to be visited by them in the prison, and this privilege shall be gradually increased according to his conduct and industry until the interval shall be reduced to one month. Not more than three persons shall be admitted to visit a prisoner at one time. No other person shall be allowed to communicate with a prisoner except by special authority. These privileges may be forfeited at any time for misconduct or breach of regulations of the prison.

(4.) In addition to the above privileges, the governor may allow any prisoner entitled to a visit to write a letter and receive a reply in lieu of such visit, should his friends be unable to visit him; and also may allow any prisoner to write a special letter and to receive a reply under any of the following circumstances :—

- (a) The death of a near relative.
- (b) To give instructions as to his business or family affairs of an urgent nature.
- (c) To make arrangements for obtaining employment or assistance from friends on release.

(5.) The governor may at any time communicate to a prisoner or to his friends, any matter of importance to such prisoner, in case he should not be entitled to write or receive a letter.

(6.) A barrister or solicitor conducting any legal proceedings, civil or criminal, in which a prisoner is a party, or *bona fide* acting as a legal adviser to the prisoner in any legal business, will be allowed to see the prisoner with reference to such business, in the sight but not in the hearing of an officer.

(7.) Male prisoners shall be visited in the presence of a male officer; female prisoners in the presence of a female officer.

(8.) No person shall be allowed to visit a prisoner on a Sunday, except in cases of emergency.

73.—(1.) The governor may demand the name and address of any visitor to a prisoner; and when he has ground for suspicion may search or cause to be searched male visitors, and may direct a female officer to search female visitors, the search not to be in the presence of any prisoner or of another visitor; and, in case of any visitor refusing to be searched, the governor may deny him or her admission. The governor shall enter in his journal the grounds of any such proceeding, with the particulars thereof.

Powers of
governor as
to visitors.

(2.) If there are reasonable grounds for suspecting that any person who comes to the prison for the purpose of seeing

a prisoner brings in or takes out any articles for an improper purpose, or contrary to the prison rules, or that his conduct may tend to subvert the discipline or good order necessary to be maintained in the prison, the governor may suspend his visit and remove him from the prison, duly recording the fact in his journal, and reporting it to the board.

Visits by
officers of
police.

74. An officer of police may visit prisoners for the purpose of identification, on production of an order from the proper police or magisterial authority.

Prisoner's
letters.

75. Every letter to or from a prisoner shall be read by the governor or deputy governor; and if the contents are objectionable, it shall not be forwarded, or the objectionable part shall be erased, according to discretion.

Communi-
cations by
prisoners
committed in
default of
payment of
money.

76. Any person committed to prison in default of the payment of any sum which in pursuance of any conviction or order he is required to pay, shall be allowed to communicate by letter with and to see any of his friends, at any reasonable time, for the *bona fide* purpose of providing for the payment which would procure his release from prison.

Intercourse
between
prisoners.

77. The governor shall, subject to the provisions of these rules, prevent all intercourse or communication between the prisoners, so far as the conduct of the business of the prison, or the labour of the prisoners, will permit, and shall take care that all intercourse and communication between them is conducted in such a manner only as he may direct. But the privilege of talking may be given after a certain period, as a reward for good conduct, on certain days, for a limited time, and under reasonable supervision, to such long-sentence prisoners as have conducted themselves well and who desire the privilege and are not deemed unsuitable for it.

Offences and Punishments.

Persons
authorised
to award
punishments.

78. No punishment or privation of any kind shall be awarded to a prisoner by any officer of the prison except the governor, or, in his absence, the officer appointed to act for him.

Offences
against prison
discipline.

79. A prisoner shall be guilty of an offence against prison discipline if he—

- (1.) Disobeys any order of the governor or of any other officer, or any prison regulation.
- (2.) Treats with disrespect any officer or servant of the prison or any visitor, or any person employed in connection with the prison or works.
- (3.) Is idle, careless, or negligent at work, or refuses to work.
- (4.) Is absent without leave from divine service, or prayers, or school instruction.

- (5.) Behaves irreverently at divine service or prayers.
- (6.) Swears, curses, or uses any abusive, insolent, threatening, or other improper language.
- (7.) Is indecent in language, act, or gesture.
- (8.) Commits a common assault upon another prisoner.
- (9.) Converses or holds intercourse with another prisoner without authority.
- (10.) Sings, whistles, or makes any unnecessary noise, or gives any unnecessary trouble.
- (11.) Leaves his cell or other appointed location, or his place of work, without permission.
- (12.) In any way disfigures or damages any part of the prison, or any article to which he may have access.
- (13.) Commits any nuisance.
- (14.) Has in his cell or possession any article he is not allowed to have.
- (15.) Gives to or receives from any prisoner any article whatever without leave.
- (16.) In any other way offends against good order and discipline.
- (17.) Attempts to do any of the foregoing things.

80. The governor may examine any person touching any alleged offence against prison discipline, and determine thereupon and punish the offence.

Powers of governor as to offences against prison discipline.

81. For any offence with which the governor is competent to deal, he may order a prisoner to be punished by—

Punishments which may be imposed by governor.

- (a) Close confinement for any period not exceeding three days.
- (b) No. 1 diet for ill-conducted and idle prisoners for a period not exceeding three days; No. 2 diet for ill-conducted and idle prisoners for a period not exceeding 14 days.
- (c) Reduction from a higher stage to a lower stage or postponement of promotion to a higher stage for a period not exceeding 14 days.
- (d) Deprivation of mattress for any period not exceeding three days for idleness or refusing to work.

82. If any prisoner is charged with any serious or repeated offence for which the punishment the governor is authorised to inflict is deemed insufficient, or is charged with any offences with the aggravations mentioned in this rule, the governor shall, without loss of time, report the same to the visiting committee, or one of them, who is empowered, after inquiry

Powers of visiting committee as to offences against prison discipline.

into the same on oath, to determine concerning any matter so reported to him, and to order the offender to be punished. The offences referred to above are—

- (1.) Personal violence to a fellow prisoner.
- (2.) Grossly offensive or abusive language to any officer or servant of the prison.
- (3.) Wilfully or wantonly breaking the prison windows, or otherwise destroying the prison property.
- (4.) When under punishment wilfully making a disturbance tending to interrupt the order and discipline of the prison.
- (5.) Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.
- (6.) Escaping or attempting to escape from prison.

Punishments
which may be
imposed by
visiting
committee.

83. The visiting committee, or one of them, may order a prisoner to be punished by—

- (a) Close confinement for a period not exceeding 14 days.
- (b) No. 1 diet for ill-conducted and idle prisoners for a period not exceeding 15 days, with intervals as laid down in the rules for dietaries.
- (c) No. 2 diet for ill-conducted and idle prisoners for a period not exceeding 42 days, with intervals as laid down in the rules for dietaries.
- (d) Reduction from a higher stage to a lower stage or postponement of promotion to a higher stage for a period not exceeding 28 days.

Opportuni-
ties for
defence.

84. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him and of making his defence.

Record of
punishments.

85. The governor shall enter in the punishment book a statement of the nature of any offences punished by him or the visiting committee, with the addition of the name of the offender, the date of the offence, and the punishment inflicted, and the record shall be submitted to the board for review at the end of every week.

Medical
certificates.

86. Dietary punishment shall not be inflicted on any prisoner, nor shall he be placed in close confinement, unless the medical officer has certified that the prisoner is in a fit condition of health to undergo the punishment.

Use of
mechanical
restraint.

87. No prisoner shall be put in irons or under mechanical restraint by the governor of any prison except in case of urgent necessity, and when necessary for the purposes of restraint, and the particulars of every such case shall be forthwith entered in the governor's journal, and notice forthwith given thereof to one of the visiting committee.

88. No prisoner shall be kept in irons or under mechanical restraint for more than 24 hours without an order in writing from a member of the visiting committee specifying the cause thereof, and the time during which the prisoner is to be kept in irons or under mechanical restraint, which order shall be preserved by the governor as his warrant.

Duration of restraint.

89. Irons or other means of restraint shall not be used except of such pattern and in such manner as may be approved by the Lord-Lieutenant.

Forms of restraint.

90. No prisoner shall be put in irons or under mechanical restraint as a punishment.

Prohibition of restraint as a punishment.

Prisoners under Sentence of Death.

91. Every prisoner under warrant or order for execution shall, immediately on his arrival in the prison after sentence, be searched by or by the orders of the governor, and all articles shall be taken from him which the governor deems dangerous or inexpedient to leave in his possession. He shall be confined in a cell apart from all other prisoners, and shall be placed by day and by night under the constant charge of an officer. He shall be allowed such a dietary and amount of exercise as the governor, with the approval of the board, may direct. The chaplain shall have free access to every such prisoner of his own religious persuasion, and free access shall be allowed to any clergyman whom such prisoner desires to see. With the above exceptions, no person not being a member of the visiting committee or an officer of the prison, shall have access to the prisoner except in pursuance of an order from a member of the board or visiting committee.

Rules as to prisoner under sentence of Death.

92. During the preparation for an execution and the time of the execution, no person shall enter the prison unless legally entitled to do so.

Exclusion of strangers from prison before and during execution.

93.—(1.) A prisoner under sentence of death may be visited by such of his relations, friends, and legal advisers as he desires to see, and are authorised to visit him by an order in writing from a member of the visiting committee.

Visits and conferences.

(2.) If any person makes it appear to a member of the visiting committee that he has important business to transact with a prisoner under sentence of death, that member may grant permission in writing to that person to have a conference with the prisoner.

Prison Officers.

94.—(1.) Every officer of a prison shall hold his office during the pleasure of the Lord-Lieutenant.

Tenure of office, &c.

(2.) Every officer whose appointment has been confirmed shall give a month's notice before leaving the service. Every such officer who is not entitled either to pension or gratuity, and who is not dismissed, shall receive one month's notice if discharged.

Definition of subordinate officers.

95. All officers of a prison shall be deemed to be subordinate officers with the exception of the governor, the chaplains, the medical officer and the matron.

Prison officers to be constables.

96. Every prison officer, while acting as such, shall, by virtue of his appointment, and without being sworn in before any justice, be deemed to be a constable, and to have all such powers, authorities, protection, and privileges for the purpose of the execution of his duty as a prison officer as any constable duly appointed has within his constablewick by common law, statute or custom.

Dealings with prisoners.

97. An officer shall not have any pecuniary or other dealing whatsoever with or on behalf of any prisoner, or employ any prisoner on his private account.

Duties as to employment of prisoners.

98. An officer shall not allow any prisoner under his charge to be employed, directly or indirectly, for the private benefit or advantage of any person, or in any way not in conformity to the prison rules.

Prohibition of sale to prisoners.

99. An officer of a prison shall not sell or let, nor allow to be sold or let, nor be interested in the selling or letting of, any article to any prisoner.

Contracts.

100. An officer shall not directly or indirectly have any interest in any contract for the supply of the prison; nor shall he receive, directly or indirectly, under any pretence whatsoever, any fee or gratuity or present from any contractor or person tendering any contract with the establishment, or from any person whatever in relation to anything connected with the service of any prison.

Gratuities.

101. No officer of a prison shall at any time receive any money, fee, or gratuity of any kind for the admission of any visitors to the prison or to prisoners, or for or on behalf of any prisoner, on any pretext whatever.

Provisions as to female prisoners.

102. Female prisoners shall in all cases be attended by female officers. A male officer shall not enter a prison or division of a prison appropriated to female prisoners except on duty, nor unless accompanied by a female officer.

Obligation to obey directions.

103. All officers of the prison shall obey the directions of the governor, subject to the prison rules, and all subordinate officers shall perform such duties as may be directed by the governor, with the sanction of the Board, and the duties of each subordinate officer shall be inserted in a book to be kept by him.

104. An officer shall not be absent from the prison without leave from the governor. He shall use the utmost vigilance to insure the safe custody of the prisoners, and shall not take any key of the prison outside the gate. Duties as to custody of prisoners.

105.—(1.) A subordinate officer shall not receive any visitors within the prison without permission of the governor. Subordinate officers.

(2.) A subordinate officer shall frequently examine the state of the cells, bedding, locks, bolts, &c., and shall seize all prohibited articles, and deliver them to the governor forthwith.

106.—(1.) Every officer shall occupy such quarters as may be assigned to him. Officers' quarters.

(2.) If an officer is discharged or dismissed, or resigns, he shall immediately give up the quarters he has occupied. Any officer who occupies quarters shall at any time vacate them if required to do so. On the death of an officer, his family shall give up the quarters when required to do so.

(3.) An officer occupying Government quarters shall not keep a shop or a school or let lodgings therein, nor shall any subordinate officer permit any person not being a regular member of his family to remain for the night in his quarters without the permission of the governor, which permission the governor shall record in his journal.

107. The officer acting as gate-keeper shall examine all articles carried into or out of the prison, and may stop any person suspected of bringing in spirits or other prohibited articles into the prison, or of carrying out any property belonging to the prison, giving immediate notice thereof to the governor. Gatekeeper.

108. It is the duty of all officers to treat prisoners with kindness and humanity, to listen patiently to and report their complaints or grievances, at the same time being firm in maintaining order and discipline, and enforcing complete observance of the rules and regulations of the prison. The great object of reclaiming the criminal should always be kept in view by all officers, and they should strive to acquire a moral influence over the prisoners by performing their duties conscientiously, but without harshness. They should especially try to raise the prisoners' minds to a proper feeling of moral obligation, by the example of their own uniform regard to truth and integrity, even in the smallest matters. General duties of officers.

109. An officer shall without delay inform the governor of any prisoner who desires to see him, or to make any complaint or to prefer any request to him or to any superior authority. Complaints and requests of prisoners.

110. It is the duty of every officer to direct the attention of the governor to any prisoner who appears to be out of health, although he does not complain, or whose state of mind Duties as to prisoners out of health.

appears to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case.

Duties as to supervision.

111.—(1.) Officers shall at all times carefully watch the prisoners in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost alacrity and vigilance to promote industry, and to maintain order and silence among them, and to prevent the escape of any prisoner.

(2.) Officers shall carefully observe the character, habits, and industry of the prisoners under their charge, and shall carefully and impartially keep such records as may be ordered, and shall afford at all times to their superiors unreserved information on such subjects.

Rules as to striking prisoners or using force or inflicting punishment.

112.—(1.) An officer shall not strike a prisoner unless compelled to do so in self-defence.

(2.) In any case in which the application of force to a prisoner is needful, no more force than is necessary shall be used.

(3.) An officer shall not inflict any punishment or privation of any kind upon any prisoner unless ordered by the governor.

Duties as to reporting misconduct.

113. An officer shall not fail, on any pretence whatever, through favour or mistaken notions of kindness, to make an immediate report to the governor, or other his superior officer, of any misconduct or wilful disobedience of orders.

Familiarity with prisoners or intercourse with their friends forbidden.

114.—(1.) An officer shall not allow any familiarity on the part of a prisoner towards himself or any other officer or servant of the prison; nor shall he on any account speak of his duties, or of any matters of discipline or prison arrangement, within the hearing of a prisoner.

(2.) An officer shall not speak to a prisoner unnecessarily, nor shall he, by word, gesture, or demeanour, do anything which may tend to irritate any prisoner.

(3.) An officer shall not correspond with or hold any intercourse with the friends or relative of any prisoner, unless expressly authorised by the governor.

Communication as to prisoners or prison matters forbidden.

115.—(1.) An officer shall not make any unauthorised communication concerning the prison or prisoners to any person whatever, and shall not without authority communicate to the public press information derived from official sources or connected with his duties or the prison, and any such communication by an officer without authority will be regarded as a breach of confidence, and will render him liable to dismissal.

(2.) An officer shall not publish a book on matters relating to the prison department without the sanction of the Lord Lieutenant.

116. An officer will be held responsible for being fully acquainted with the rules and orders relating to his duties. He shall strictly conform to and obey the orders of the governor in every respect, and shall assist him in maintaining order and discipline among the prisoners.

Duties as to rules and orders.

117. Every officer shall treat members of the visiting committee with the greatest courtesy and respect, and shall at all times treat his superiors with respect. He shall be respectful to the authorities of other departments of Government, and shall afford all proper assistance to those with whom his duty calls on him to co-operate; taking care, in so doing, not to lose sight of the rules and regulations of the prison, or of the special orders he may receive from the prison authorities.

Duty to superiors.

118. An officer desiring to appeal against any decision which affects him, or wishing to bring any matter before superior authority, shall without unnecessary delay state his complaint to the governor, for the consideration of the Board.

Appeal against decision.

119.—(1.) An officer who is suspended from duty for misconduct shall immediately give up his keys and quit the prison, but shall afterwards attend daily at the prison at such hour as the governor may appoint until otherwise directed.

Officer under suspension.

(2.) Officers who may be suspended from duty shall not receive any pay for the time during which they shall have been suspended unless the General Prisons Board shall so direct.

120. An officer shall not use tobacco or spirituous or fermented liquors within the prison walls, except under such restrictions as to time and place as may be laid down by the governor, and approved by the Board.

Tobacco and spirituous liquors.

121. If an officer, contrary to orders, brings in or carries out, or endeavours to bring in or carry out, or knowingly allows to be brought in or carried out, to or for any prisoner, any money, clothing, provisions, tobacco, letters, papers, or other articles whatsoever, he shall be forthwith suspended from his office by the governor of the prison, who shall report the offence to the Board.

Prohibited articles.

122. An officer may, if the terms of the contract permit it, purchase from any contractor provisions for the use of himself and his family at the contract rates.

Purchases from contractors.

Governor.

123. The governor shall reside in the house assigned to him.

Residence.

124. The governor shall strictly conform to the law relating to prisons and to the prison rules, and shall be responsible for the due observance of them by others. He shall observe the conduct of the prison officers, and enforce on each

Duty to conform to law, rules, &c., and to supervise officers.

of them the due execution of his duties, and shall not permit any subordinate officer to be employed in any private capacity, either for any other officer of the prison or for any prisoner.

Power to suspend officers.

125. The governor, in case of misconduct, may suspend any subordinate officer, and shall report the particulars without delay to the Board.

Duties as to inspecting prison and prisoners.

126.—(1.) The governor shall visit and inspect daily the wards, cells, yards, and divisions of the prison, also the bake-house, kitchen, and workshops, and every cell or other place in which any prisoner is undergoing punishment or special discipline or charged with any offence, and, as far as practicable, shall see every prisoner once at least in every 24 hours. It shall be his duty to visit daily all prisoners while employed at labour and see that they are industrious, and that all orders respecting the application of labour are duly enforced; and in default of such daily visits and inspections, he shall state in his journal how far he has omitted them, and the cause thereof.

(2.) When visiting the prison in which female prisoners are kept, the governor shall be attended by a female officer.

Duties as to precautions to prevent escape.

127. The governor shall take every precaution to prevent the escape of prisoners, and shall take care that all officers are well instructed as to their duties and responsibilities in this respect and vigilant in fulfilling them.

Duties as to requiring reports.

128. The governor shall require reports to be made to him accounting for all prisoners in his custody night and morning at the closing and opening of the prison respectively, at such hours as they go to and return from labour, and at such other times as may be necessary.

Duties as to locking up of gates and custody of keys.

129. The governor shall assure himself that all gates are locked at the proper times, and that all keys of the prison are kept in the authorised place or in the possession of the authorised officers, and he shall not allow any key of the prison to be taken outside the gate.

Duties as to night visits.

130. The governor and the deputy governor shall, each at least once during the week, go through every part of the prison at an uncertain hour of the night; which visits, with the hour and state of the prison at the time, the governor shall record in his journal.

Omission of any duty to be recorded in journal.

131. If the governor omits to perform any duty or routine prescribed, he shall record the omission in his journal, with the cause thereof.

Duties as to making prisoners acquainted with rules.

132.—(1.) The governor shall cause an abstract, approved by the Lord Lieutenant, of the regulations relating to the treatment and conduct of prisoners, with a copy of the prison dietaries (printed in legible characters), to be posted in each cell, and shall read them or cause them to be read to every prisoner who cannot read within 24 hours after his admission.

(2.) The governor shall take an early opportunity of seeing all prisoners after their admission, and satisfying himself that they understand the rules and regulations to which they are required to conform, the privileges they may gain by industry and good conduct, and the consequences of idleness and misconduct.

133.—(1.) The governor shall without delay call the attention of the medical officer to any prisoner whose state of mind or body appears to require attention, and shall carry into effect the written directions of the medical officer respecting alterations of the discipline or treatment of any such prisoner.

Duty as to prisoners requiring medical attention and as to illness of officers.

(2.) The governor shall notify to the medical officer, without delay, the illness of any officer or prisoner, and shall furnish to him daily a list of the prisoners reported sick in the prison.

134. The governor shall daily provide for the chaplain and the medical officer a list of prisoners under punishment.

Prisoners under punishment.

135. The governor shall visit the infirmary daily, and see all prisoners therein, and shall take care that proper arrangements are made for the safe custody of the sick prisoners, and that discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support the medical officer in the performance of his duties.

Duty to visit infirmary daily.

136. Upon the death of a prisoner the governor shall give immediate notice thereof to the coroner having jurisdiction, also to the visiting committee, the Board, and the nearest relative of the deceased, where practicable.

Duty as to notice of death of prisoner.

137.—(1.) The governor shall see that no officer of the prison, nor any prisoner, nor any person who is under contract to supply anything for the service of the prison, is a juror on any inquest held on the body of a prisoner who has died in his custody.

Duties as to inquest.

(2.) The governor shall supply to the coroner the name of any prisoner who tenders his evidence in the case of an inquest about to be held on the body of any prisoner.

(3.) The governor shall report to the Board in respect of any inquest on a prisoner the finding of the jury or other circumstances which may occur at the inquest.

138. The governor shall, without delay, report to the Board any case of insanity or apparent insanity occurring among the prisoners, or in any case in which the medical officer is of opinion that the life of any prisoner will be endangered by further imprisonment, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, or any case in which

Duties as to reporting cases of mental or physical disorder.

the medical officer has reason to believe that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment.

Duties as to
books and
records.

139.—(1.) The governor shall keep and be responsible for such books and records as may from time to time be prescribed.

(2.) The governor shall enter in a book, called the "governor's order book," all his orders relative to the management and discipline of the prison, and shall cause such orders to be communicated to the proper officers.

Power to
fine officers.

140. The governor shall keep the prescribed records of the conduct of officers, and may fine subordinate officers and servants in any amount not exceeding five shillings, for neglect of duty or other offence against the prison rules; and the fines shall be applied as may be directed by the Board.

Absence from
prison.

141.—(1.) The governor shall not, without permission in writing from the Board, be absent from the prison for a night, except from unavoidable necessity. If from unavoidable necessity he is absent for a night, and has not been able to obtain leave for such absence, he shall at once inform the Board of the fact and the cause of it, and shall record it in his journal. He shall also enter his leave of absence, with the authority for it, in his journal. Before leaving the prison at any time he shall give over the charge of it to the deputy governor or to the officer acting in his place.

(2.) When the governor is absent from the prison the deputy governor shall perform all his duties, and on such occasions the deputy governor shall be competent to perform any duty required to be performed by the governor.

(3.) If under any circumstances the governor and deputy governor are both absent, the charge of the prison shall devolve on the chief warder or senior qualified officer, to whom it shall be regularly delivered over, but the omission of such delivery shall not justify the chief warder or senior qualified officer in neglecting the charge if he is aware that the governor and deputy governor are actually absent from the prison.

Purchases
from
contractor.

142. The governor may, if the terms of the contract permit it, purchase articles from any contractor for the use of his family at the contract rate; but, with this exception, he shall not have for his own use, or that of any other person, any dealings with any tradesman supplying the prison.

Duties as to
prisoners'
labour.

143.—(1.) The governor shall take care that the labour of all the prisoners is made use of in such a way as to be to the best advantage to the public service, and shall not employ, or allow to be employed, any prisoner in any private work whatever, for himself or for any other officer of the prison.

(2.) The governor shall promote the useful employment and industrial training of the prisoners.

144. The governor shall use his best endeavours to assist in the identification of the prisoners, and with that object shall furnish the governors of other prisons and the police with any information in his power.

Duties as to identification of prisoners.

145.—(1.) The governor shall not allow any person other than a Judge of the High Court or the bishops of the diocese to view the prison except as provided by the statute, or by an order from the Lord Lieutenant or the Board, or unless authorised according to instructions which may be issued, and shall be careful that no visitor holds any communication with any prisoner unless duly authorised to do so.

Admission of persons to the prison.

(2.) The governor shall not allow any person besides the authorised officers to pass into or out of the prison after the gates are locked for the night, nor until the hour appointed for opening the prison on the following morning, except in some special case, which latter shall be entered in his journal.

(3.) The governor may examine all persons and vehicles going into or out of the prison, and may exclude any person who refuses to be examined.

(4.) The governor may remove from the prison any visitor to the prison or to a prisoner whose conduct is improper, recording the same in his journal.

146. The governor shall notify to the chaplain and medical officer the case of any prisoner whose life is in danger, or whose state of health in mind or body appears to require their attention.

Notifying cases to chaplain and medical officer.

147.—(1.) The governor shall carry into effect the written recommendation of the medical officer for the alteration of the discipline or treatment of any prisoner, or for the supply of any additional articles to any prisoner on medical grounds.

Duties as to carrying out recommendations of medical officer.

(2.) The governor shall carry into effect the written recommendation of the medical officer for separating from the other prisoners any prisoner labouring or suspected of labouring under any infectious, contagious or mental disease; and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

148.—(1.) In any case in which the sickness of the prisoner has, in the opinion of the medical officer, assumed an aspect of danger, the governor shall whenever practicable inform the relatives of such prisoner thereof.

Dangerous illness of prisoner.

(2.) All prisoners who, in the opinion of the medical officer, are in danger of death, shall be permitted to receive the attendance and spiritual service of any minister of any religious persuasion whom they shall express a wish to see.

149. The governor shall pay attention to the ventilation, drainage, and sanitary condition of the prison, and take such measures as may be necessary for their being maintained in perfect order.

Duties as to sanitary condition of prison.

Duties as to
prevention
of fire.

150. The governor shall take care that proper precautions against fire are adopted, and that the fire engine and other appliances for the extinction of fire are at all times kept in good order and ready for use. He shall take care that instructions are given as to the steps to be taken in case of fire, and that the officers concerned are acquainted with their duties on such occasions.

Duties as to
reports,
complaints,
or applica-
tions.

151.—(1). The governor shall hear the reports every day at such hour as may be most convenient.

(2.) The governor shall take care that every prisoner having a complaint to make or request to prefer to him shall have ample facilities for doing so, and he shall redress any grievance, or take such steps as may seem necessary, recording the same in the prescribed manner.

(3.) The governor shall forward to the Board without delay any report or complaint which any officer of the prison desires to make to them, and shall on no account suppress it, but he may offer any explanation with it which it may seem to require.

(4.) The governor shall forward to the Board any report or complaint against an officer, with which he is not competent or willing to deal; but, in every such case, the officer shall be permitted to see the charge against him, and to reply to it, for the information of the Board.

(5.) The governor shall inform the visiting committee of the desire of any prisoner to see them.

Duties as to
prisoners
under
punishment.

152.—(1). The governor shall see that every prisoner under punishment is visited during the day at intervals of not more than three hours by the appointed officer.

(2.) The governor shall take care that no prisoner is subjected to any punishment which the medical officer is not satisfied he is capable of undergoing.

Duties as to
mechanical
restraints.

153. If the governor puts a prisoner in irons or under other mechanical restraint, he shall give notice thereof forthwith to the visiting committee; and he shall not keep a prisoner in irons or under other mechanical restraint for more than 24 hours without an order in writing from the visiting committee, specifying the cause thereof and the time during which the prisoner is to be kept in irons or other mechanical restraint, which order shall be preserved by the governor as his warrant.

Condition
on which
special
permission
may be
granted.

154. Before granting any permission for any purpose to any prisoner by authority of the rules applicable to the class to which the prisoner belongs, the governor shall satisfy himself that it can be granted without interfering with the security, good order, and government of the prison and the prisoners therein, and if, after it has been granted, its continuance seems likely to cause any such interference, or the prisoner has abused such permission, or has been guilty of any

misconduct, he may suspend or withdraw such permission. Further, where such permission has been granted by the visiting committee, he may, in the like circumstances, suspend it if the case is urgent, provided that he reports the suspension within 24 hours to them. He shall enter in his journal all cases where such permission has been granted, suspended, or withdrawn, stating the reasons.

155. The governor, or the deputy governor, shall read every letter addressed to or written by a prisoner, and every such letter shall be marked with the initials of the governor or deputy governor, as the case may be. The governor shall use his discretion in communicating to or withholding from a prisoner at any time the contents of any letter addressed to the prisoner; but shall note in his journal every case in which he thinks it proper to withhold a letter which, according to the rules, might be communicated to or written by a prisoner.

Duties as to
letters to
and from
prisoners.

156.—(1.) The governor shall freely and confidentially communicate with the Board on all matters relating to the prison, apprising them of any occurrence of importance; and, in case of any emergency not sufficiently provided for in the rules, he shall apply them, and conform to their orders; acting, if necessary in the meantime, to the best of his own judgment, according to the circumstances of the case.

Duties as to
communi-
cating with
Board.

(2.) The governor may at any time offer any suggestion for improvements or for the advantage of the service, and need not reserve it for his annual report.

157. The governor shall attend divine service in the prison whenever it is performed, inserting in his journal any omission, and the cause thereof. He shall see that the subordinate officers and prisoners attend such service as directed by the rules.

Duties as to
attendance
at divine
service

158.—(1.) The governor shall use his best endeavours to promote the efforts made to advance the education of the prisoners.

Duties as to
education and
reformation
of prisoners.

(2.) The governor shall assist with his influence and authority the exertions of the chaplain for the reformation of the prisoners.

159. The governor shall submit to the Board, as soon as possible after the 31st March in each year, a report in writing, specifying, with reference to the year ended on that date, the conduct of the subordinate officers; the number of prisoners admitted to his custody, and their disposal; the conduct of the prisoners, and the number of punishments and restraints imposed on them; the number of escapes or attempts at escape: the labour in which the prisoners have been employed; the particulars of their labour and the value thereof; the state and condition of the buildings, fences, &c.; the repairs or alterations which have been made in the prison buildings; and such other particulars as may be directed; together with a

Annual report.

certificate, signed by himself, stating whether the rules laid down for the government of the prison have been complied with in every instance, except in such cases as have been directly reported to, or brought under the notice of the Board.

Duties as to
discharged
prisoners.

160. The governor shall use his endeavours, by communicating with Discharged Prisoners' Aid Societies and otherwise, to assist in providing prisoners with employment on their discharge in order to prevent them from falling again into crime.

Matron.

Residence.

161. The matron shall reside in the prison. She shall have the care and superintendence of the whole of the female prisoners. The keys of all the locks of the female prison shall be kept in her custody.

Duties as to
inspecting
prison and
prisoners.

162. The matron, shall so far as practicable, visit and inspect every part of the prison occupied by females, and see every female prisoner once at least in every 24 hours, and in default of such daily visits and inspections she shall state in her journal how far she has omitted them and the cause thereof. She shall, at least once during the week, go through every such part of the prison at an uncertain hour of the night, and this visit, with the hour and state of the part visited at the time, shall be recorded in her journal.

Absence from
prison.

163.—(1.) The matron shall not be absent from the prison for a night without permission in writing from the Board on the recommendation of the governor.

(2.) Whenever the matron is absent her duties shall, with the approval of the governor, be performed by the senior qualified female officer to whom she shall give over all charge, and that officer shall have all the powers and perform all the duties of the matron.

Duties as to
keeping
journal.

164. The matron shall keep a journal in which she shall record all occurrences of importance within her department, and shall lay it before the governor daily.

Duties as to
male visitors.

165. The matron shall take care that no male officer or visitor enters the division of the prison allotted to females, unless accompanied by herself or some other female officer.

Medical Officer.

Duties as to
residence and
attendance.

166. The medical officer shall reside in the house assigned to him, and attend all sick prisoners, and all officers and servants of the prison, resident at the prison or within such distance as may be prescribed by the Board. He shall also attend the families of officers and servants of the prison, subject to such conditions and limitations as may be prescribed by the Board.

167. The medical officer shall himself conform to the rules and regulations of the prison, and shall support the governor in the maintenance of discipline and order and the safe custody of the prisoners.

Duties as to rules and regulations.

168.—(1.) The medical officer shall visit the prison at least once every day, and shall see every prisoner at least once a week, so as to ascertain his general state of health, and whether he is clean in his person and free from disease.

Duties as to visiting prison and prisoners.

(2.) The medical officer shall every day see such prisoners as complain of illness, reporting to the governor in writing their fitness or otherwise for labour. He shall daily visit the sick in the infirmary at such times as may be necessary. He shall attend at once on receiving information of the serious illness of any prisoner or officer.

(3.) The medical officer shall once every day, or oftener, visit every prisoner under punishment, or under special discipline, or any other prisoners to whom his attention is specially directed.

(4.) The medical officer shall examine every prisoner on reception, and shall record his state of health and such facts connected therewith as may be directed.

(5.) The medical officer shall frequently examine the washing-places, baths, and other provisions for purposes of cleanliness or sanitation, and see whether they are in efficient working order, and report at once to the governor any defect or insufficiency therein.

169. As early as practicable in every month, the medical officer shall inspect every part of the prison, for the purpose of ascertaining that nothing exists therein likely to be injurious to the health of the prisoners, and especially that the ventilation is sufficiently provided for and properly attended to. The result of this inspection shall be recorded in his journal.

Duties as to monthly inspection.

170. The medical officer shall frequently inspect the food of the prisoners, cooked and uncooked, and shall report to the governor as to the quality of the provisions, and also as to sufficiency of clothing, bedding, any deficiency in the quantity or defect in the quality of the water, or any other cause which may affect the health of the prisoners.

Duties as to inspection of food, &c.

171.—(1.) The medical officer shall enter, in the English language, day by day, in his journal, to be kept in the prison, an account of the state of every sick prisoner, the name of his disease, a description of the medicines and diet, and any other treatment which he orders for such prisoner.

Duties as to journal.

(2.) The medical officer shall also record such matters connected with his duties as may be directed.

Duties as to special observation of prisoners, and reports as to mental or physical disorder.

172—(1.) When the medical officer has any reason to suspect that the mental state of any prisoner is becoming impaired or enfeebled by continued imprisonment, he shall take such prisoner under his special observation; and should there be good reason to believe that, either from the conduct of the prisoner or from his manner and habits, there are signs of incipient insanity, he shall report the circumstances to the governor for the information of the Board, stating, in cases of doubt, whether he desires any special or additional advice.

(2.) Whenever the medical officer has reason to believe that a prisoner's health is likely to be injuriously affected by the discipline or treatment, he shall report the case in writing to the governor, together with such recommendations as he thinks proper, and he shall call the attention of the chaplain to any prisoner who appears to require his special notice.

(3.) The medical officer shall give notice to the governor and the chaplain when the sickness of any prisoner appears to him to assume an aspect of danger.

(4.) The medical officer shall report in writing to the governor the case of any prisoner to which he thinks it necessary on medical grounds to draw attention, and shall make such recommendation as he deems needful for the alteration of the discipline or treatment of the prisoner, or for the supply to him of additional articles.

(5.) Whenever the medical officer is of opinion that the life of any prisoner will be endangered by his continuance in prison, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, he shall state the opinion, and the grounds thereof, in writing, to the governor, who shall duly forward the same to the Board.

Power to call in additional medical aid.

173. If any case of peculiar difficulty or danger occurs, the medical officer may call in additional aid, referring previously to the Board for approval, if the case will reasonably admit of such reference. No serious operation shall be performed without a previous consultation with another medical practitioner, except under very urgent circumstances not admitting of delay, which circumstances the medical officer shall record in his journal.

Particulars as to death to be entered in journal.

174. The medical officer shall, forthwith, on the death of any prisoner, enter in his journal the following particulars, viz., at what time the deceased was taken ill, when the illness was first communicated to the medical officer, the nature of the disease, when the prisoner died, and an account of the appearances after death (in cases where a post-mortem examination is made), together with any special remarks that appear to him to be required.

175. In case of sickness, necessary engagement, or leave of absence, to be given by the Board, the medical officer shall appoint a substitute, approved of by the Board. The name and residence of the substitute shall be entered in his journal.

Duty to appoint substitute when absent.

176. Where the medical officer considers it necessary to apply any painful test to a prisoner to detect malingering or otherwise, the test shall only be applied by authority of an order from the visiting committee or a member of the Board.

Conditions as to application of painful test.

177. When any prisoner is about to be removed from the prison, the medical officer shall duly examine him, and certify as to his fitness to leave the prison, and as to such other particulars regarding him as may be required.

Duty to examine prisoner on removal.

178. The medical officer shall give directions in writing for separating from the other prisoners any prisoner labouring under any infectious, contagious, or mental disease, or suspected thereof, and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

Duty as to infectious cases, &c.

179. The medical officer shall inform the governor of any particular point of which he may become aware in regard to the person of any prisoner which might assist in identifying him.

Duty as to the identification of prisoners.

180. The medical officer shall examine every prisoner sentenced to hard labour, and shall report if he is unfit to be kept at hard labour or at any particular kind of labour, and shall assist when called on in assigning the task of labour according to the physical capacity of a prisoner. He shall from time to time examine the prisoners during the time of their being employed at hard labour, and shall report and enter in his journal the name of any prisoner whose health he thinks to be endangered by a continuance at hard labour of any particular kind, and report the same to the governor; and thereupon that prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

Duties as to prisoners sentenced to hard labour.

181. The medical officer shall have the general care of the health of the prisoners, and shall report to the Board, and make known to the governor, any circumstances connected with the prison or the treatment of the prisoners which at any time appears to him to require consideration on medical grounds.

Duties as to health of prisoners.

182. Before a prisoner is placed in close confinement, or is subjected to dietary punishment, the medical officer shall examine him, and certify whether or not he is fit for the punishment.

Duties as to punishment of prisoners.

183.—(1.) The medical officer shall keep such statistical records and furnish such returns as may be directed relative to the health and medical treatment of officers and prisoners, and to the sanitary condition of the quarters of the officers and of the prison buildings.

Duties as to statistical records, returns, and reports.

(2.) The medical officer shall report periodically, and from time to time as may be directed, on the general health and sanitary condition of the establishment, the health of the officers, their capability for performing their duties, the health of the prisoners, and in reference to any other point upon which he may be directed to report.

(3.) The medical officer shall submit to the Board as soon as possible after the 31st March in each year, a report, in writing, with reference to the year ended on that day, with statistics of sickness, mortality, removals on medical grounds, insanity, suicide, and hospital treatment among the prisoners, and such other particulars as may be directed.

(4.) The medical officer may at any time offer any suggestions for improvements or for the advantage of the service, and need not reserve it for his annual report.

To make
reports as to
fitness
physically of
candidates.

184. The medical officer shall, when required by the General Prisons Board, furnish a report as to the physical fitness of any candidate for employment in the Prisons service, and shall also, from time to time, furnish to the Civil Service Commissioners such detailed information in reference to the health, &c., of a candidate as such Commissioners consider necessary, in order to enable them to issue their certificate of qualification.

Duties of
deputy medi-
cal officer.

185. Where a deputy medical officer is appointed to a prison he shall assist the medical officer in the performance of his duties as may be directed, and in his absence shall perform his duties.

PART II.

SPECIAL RULES WITH RESPECT TO PRISONERS AWAITING TRIAL.

Admission, Discharge, and Removal.

Application
of rules.

186. The following rules shall apply to any person committed to prison for safe custody in any of the following circumstances:

- (a) On his commitment for trial for any indictable offence.
- (b) Pending the preliminary hearing before justices of a charge against him of an indictable offence, or pending the hearing of an information or complaint against him.
- (c) Awaiting sentence.
- (d) On default in entering into recognizances or finding surety or sureties.

187. A prisoner awaiting trial shall not be required to take a bath on reception, if, on the application of the prisoner, the governor decides that it is unnecessary, or the medical officer states that it is for medical reasons inadvisable.

188. In order to prevent prisoners awaiting trial from being contaminated by each other, or endeavouring to defeat the ends of justice, they shall be kept separate, and shall not be permitted to communicate together.

Separation from each other.

189. Prisoners awaiting trial shall be kept apart from convicted prisoners, and while attending chapel and at other times shall, if possible, be placed so that they may not be in view of the convicted prisoners.

Separation from convicted prisoners.

190. The visiting committee shall, on the application of any prisoner awaiting trial, if, having regard to his ordinary habits and condition of life, they think such special provision should be made in his case, permit him—

Privileges which may be allowed by visiting committee.

- (1.) To occupy, on payment of a small sum fixed by the Board, a suitable room or cell specially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells ;
- (2.) To take exercise separately or with selected untried prisoners, if the arrangements and construction of the prison permit it ;
- (3.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor ;
- (4.) To have, on payment of a small sum fixed by the Board, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

191. The visiting committee may also permit the governor to modify the routine of the prison in regard to any prisoner awaiting trial so far as to dispense with any practice which, in the opinion of the governor, is clearly unnecessary in the case of that particular prisoner.

Power to modify routine.

192. Any money in the hands of the governor belonging to any prisoner awaiting trial may be applied to the purpose of making special provision for him in cases where the prisoner is, by these rules, required to make any payment in respect of such special provision.

Application of prisoner's money.

193. The governor shall, on the application of any prisoner awaiting trial permit him to have any books, papers, documents, or other articles in his possession at the time of his arrest, which may not be required for evidence against him, and are not reasonably suspected of forming part of property improperly acquired by him, or are not for some special reason required to be taken from him for the purposes of justice or of prison discipline.

Use of books or papers.

Food, Clothing, and Bedding.

Power to
procure food,
clothing, or
bedding.

194. A prisoner awaiting trial may procure for himself, or receive at proper hours, food and malt liquor, clothing, bedding or other necessaries, subject to examination and to such rules as may be approved by the board ; and any articles so procured may be paid for out of the money belonging to the prisoner in the hands of the governor. If a prisoner awaiting trial does not provide himself with food, he shall receive the allowance of food allotted to prisoners awaiting trial by the rules of the prison.

Prison dress.

195. A prisoner awaiting trial may, if he desires it, wear the prison dress, and he shall be required to do so if his own clothes are insufficient or unfit for use, or necessary to be preserved for the purposes of justice. The prison dress for a prisoner awaiting trial shall be of a different colour from that of convicted prisoners.

Disinfection.

196. When a prisoner awaiting trial is allowed by the rules to wear his own clothing in prison, the medical officer may, for the purpose of preventing the introduction or spread of infectious disease, order that the clothing be disinfected ; and thereupon the clothing shall be disinfected as speedily as possible, and during the process of disinfection the prisoner may be required to wear the prison clothing prescribed for the class of prisoners to which he belongs.

Notice as
to provision
of food.

197.—(1.) If a prisoner awaiting trial prefers to provide his own food for any meal, he shall give notice thereof beforehand at the time required ; but the governor shall not permit any such prisoner to receive any prison allowance of food for the meal for which he procures or receives food at his own expense.

Restrictions
on provision
of food.

(2.) Articles of food shall be received by a prisoner awaiting trial only at such hours as may be laid down from time to time. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

Restrictions
as to articles
of drink.

(3.) A prisoner awaiting trial shall not during any period of 24 hours receive or purchase more than one pint of malt liquor, fermented liquor, or cider, or, if an adult, half a pint (8 ozs.) of wine.

Smoking.

198. The governor shall, subject to the approval of the visiting committee, permit any prisoner awaiting trial to smoke while at exercise in the open air, provided he is satisfied that he has been in the habit of smoking previously to committal.

Prohibition
of sale.

199. No prisoner awaiting trial shall sell or transfer any article whatsoever allowed to be introduced for his use to any other person ; and any prisoner transgressing this rule shall be prohibited from procuring any such article for such period as the Board deem proper.

Cleanliness.

200. A prisoner awaiting trial shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness, and the hair of the prisoner shall not be cut closer than may be necessary for the purpose of health and cleanliness. Hair-cutting.

201. The beds of prisoners awaiting trial shall be made, and the rooms and yards in their occupation shall be swept and cleaned every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of the duties, they may be performed for him by an assistant provided under these rules. Cleaning of rooms.

Health.

202. If any prisoner awaiting trial who is out of health, desires the attendance of his usual medical attendant, the visiting committee shall, if they are satisfied that the application is bona fide, permit him to be visited by that medical attendant at his own expense, and to be supplied with medicine by him, proper precautions being in all cases observed to prevent abuse of these privileges. Medical attendance.

Books, &c.

203. A prisoner awaiting trial shall be permitted to have supplied to him, at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or in their absence, and pending their approval, in the opinion of the governor, of an objectionable kind. Books, newspapers, etc.

Employment.

204. A prisoner awaiting trial shall have the option of employment, but shall not be compelled to perform any labour. Employment.

205. If any such prisoner is acquitted, or no bill of indictment is found against him, such an allowance on account of his earnings, if any, shall be paid to the prisoner on his discharge as the Board think reasonable. Allowance for earnings.

206. So far as prison arrangements admit, facilities shall be given to prisoners awaiting trial to work and follow their trades and employments, and all earnings of any such prisoner, after payment thereout of such sum as the Board may determine on account of the cost of his maintenance in the prison, or on account of the use of implements lent to him, shall belong to him. Facilities for carrying on usual employment.

Light in cell.

207. The governor shall permit the light to remain burning in the cell of any prisoner awaiting trial to enable the prisoner to continue to read or write, or to work and follow his trade, until the final locking-up of the prison, provided any reasonable or satisfactory ground exists for the allowance of such privilege. The governor to report to the Board and to the visiting committee for their approval all cases in which he grants this privilege.

Visits and Communications.

Visits

208. (1.) Due provision shall be made for the admission, at proper times and under proper restrictions, of persons with whom prisoners awaiting trial desire to communicate, care being taken that, so far as is consistent with the interests of justice, the prisoners shall see their legal advisers alone.

(2.) Every prisoner awaiting trial shall be permitted to be visited by one person, or (if circumstances permit) by two persons at the same time, for a quarter of an hour on any week-day, during such hours as may be appointed. Provided always that the Lord Lieutenant or other chief governor or governors of Ireland for the time being, may suspend and withdraw the permission hereby granted in any case when he or they consider it necessary so to do for the purposes of the security, good order, and government of the prison and prisoners therein, or for the purposes of preventing any tampering with evidence, or any plans for escape, or other like considerations.

(3.) The visiting committee may, in any special case, for special reasons, prolong the period of the visit allowed to any prisoner awaiting trial, or allow him to be visited by more than two persons at the same time.

(4.) Every endeavour shall be made to provide that prisoners awaiting trial be not, when being visited, exposed to the view of the friends of other prisoners, and to prevent the friends of one prisoner from coming in contact with the friends of another while in the prison.

Communication with legal adviser.

209. A prisoner awaiting trial shall, at his request, be allowed to see his legal adviser (by which is to be understood a certificated solicitor or his clerk, if the clerk has written authority from his principal) on any week-day, at any reasonable hour, and, if required, in the sight but not in the hearing of an officer.

Communication for the purpose of bail.

210. A prisoner awaiting trial who is in prison in default of bail shall be permitted to see any of his friends, on any week-day, at any reasonable hour, for the bonâ fide purpose of providing bail.

Written communications.

211. Paper and all other writing materials to such extent as may appear reasonable to the governor shall be furnished to any prisoner awaiting trial who requires to be so supplied for

the purposes of communicating with friends or preparing a defence. Any confidential written communication prepared as instructions for a solicitor may be delivered personally to him or his authorised clerk without being previously examined by any officer of the prison ; but all other written communications are to be considered as letters, and are not to be sent out of the prison without being previously inspected by the governor.

212. A prisoner awaiting trial shall not be compelled to attend any religious services except those of the persuasion to which he belongs ; but, subject to the foregoing provisions, the prisoners shall attend divine service on Sundays and on other days when such service is performed, unless prevented by illness or unless their attendance is dispensed with by the governor or visiting committee for any sufficient reason. Religious services.

213. Prisoners awaiting trial shall also be subject to any general prison rules, except so far as they are inconsistent with the special rules relating to prisoners awaiting trial. Application of general rules.

PART III.

SPECIAL RULES WITH RESPECT TO MISDEMEANANTS OF THE FIRST DIVISION.

Admission and Treatment.

214. The following rules relating to misdemeanants of the first division shall (to the exclusion of any other regulations applicable exclusively to any particular class of prisoners) apply also to—

- (a) Any prisoner committed under any rule, order, or attachment for contempt of court.
- (b) Any prisoner sentenced to imprisonment on conviction for sedition or seditious libel.

215. A misdemeanant of the first division shall be kept apart from other classes of prisoners. Separation from other classes of prisoners.

216. A misdemeanant of the first division shall not be required to take a bath on reception if, on the application of the prisoner, the governor decides that it is unnecessary, or the medical officer states that it is, for medical reasons, inadvisable. Bath.

217. Every misdemeanant of the first division shall be searched only by an officer specially appointed for the purpose. Search.

218.—(1.) A misdemeanant of the first division shall be placed, as soon as possible after reception, in a room or cell appropriated to prisoners of his class, unless there is reason to Special cells.

PRISON, IRELAND.

believe that he is suffering from some infectious disease, in which case he shall be detained in a reception cell till he can be seen by the medical officer.

(2.) A misdemeanant of the first division shall at all times, except when at chapel or exercise, occupy the room or cell assigned to him.

Privileges which may be allowed by visiting committee.

219. The visiting committee shall, on the application of any misdemeanant of the first division, if, having regard to his ordinary habits and conditions of life, they think such special provision should be made in respect to him, permit any such prisoner—

- (1.) To occupy, on payment of a small sum fixed by the Board, a room or cell especially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells;
- (2.) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor;
- (3.) To have on payment of a small sum fixed by the Board, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

Application of prisoner's money.

220. Any money in the hands of the governor belonging to any misdemeanant of the first division, may be applied for making special provision for him in respect of which payment is by these rules required to be made.

Food and Clothing.

Supply of food.

221. A misdemeanant of the first division shall be permitted by the visiting committee to supply his own food on giving due notice beforehand at the time required; but the governor shall not permit him to receive any prison allowance of food at any meal for which he procures or receives food at his own expense.

Restrictions on supply of food.

222. Articles of food shall be received for misdemeanants of the first division only at such hours as are fixed for the purpose. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

Restrictions as to articles of drink.

223. A misdemeanant of the first division shall not during the 24 hours receive or purchase more than one pint of malt liquor, fermented liquor, or cider, or, if an adult, half a pint (8 ozs.) of wine.

Clothing.

224. A misdemeanant of the first division shall be permitted by the visiting committee to wear his own clothing, provided that it is sufficient and is fit for use. The prison

dress for a misdemeanant of the first division who does not wear his own clothing shall be of a different colour from that of other classes of prisoners.

225. When a misdemeanant of the first division is allowed to wear his own clothing in prison, the medical officer may, for the purpose of preventing the introduction or spread of infectious disease, order that the clothing be disinfected; and thereupon the clothing shall be disinfected as speedily as possible, and during the process of disinfection the prisoner may be required to wear the prison clothing prescribed for the class of prisoners to which he belongs. Disinfection.

226. No misdemeanant of the first division shall be allowed to sell or transfer any article whatsoever allowed to be introduced for his use to any other person. Prohibition of sale of property.

Cleanliness.

227. A misdemeanant of the first division shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness, and the hair of the prisoner shall not be cut closer than may be necessary for the purposes of health and cleanliness. Hair-cutting.

228. The beds of misdemeanants of the first division shall be made, and the rooms and yards in their occupation shall be swept and cleaned, every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged. Should any such prisoner object to perform any of these duties, they may be performed for him by an assistant provided under these rules. Cleaning of rooms.

Books, &c.

229. A misdemeanant of the first division shall be permitted to have supplied to him, at his own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in the opinion of the visiting committee, or in their absence, and pending their approval, in the opinion of the governor, of an objectionable kind. Books, newspapers, etc.

Employment.

230. Misdemeanants of the first division shall not be required to work, but they may be permitted (a) to follow their trades and professions, if practicable, (b) by their consent to be employed on the industries of the prison. In the former case, if they find their own implements, and are not maintained at the expense of the prison, they shall be allowed to receive the whole of their earnings, but the earnings Employment.

of those who are furnished with implements or are maintained at the expense of the prison shall be subject to a deduction, to be determined by the Board, for the use of implements and the cost of maintenance. In the latter case, they shall be entitled to earn such gratuity as the rules allow.

Visits and Communications.

Visits and
letters.

231.—(1.) A misdemeanant of the first division shall be permitted to be visited once a fortnight by not more than three friends or relations at the same time, for a period of a quarter of an hour during such hours as may be appointed. He shall also be allowed to write one letter and to receive one letter in each fortnight.

(2.) The visiting committee may, by permission in any special case for special reasons, prolong the period of the visit allowed to any misdemeanant of the first division, or allow additional visits or letters to such reasonable extent as they deem advisable.

(3.) The place in which misdemeanants of the first division receive their visits shall not be the same as that in which other prisoners receive their visits, if any other suitable place can be conveniently provided.

Religious
services.

232. A misdemeanant of the first division shall not be compelled to attend any religious services except those of the persuasion to which he belongs; but subject to the foregoing provision, the prisoners shall attend divine service on Sundays and on other days when such service is performed, unless they are prevented by illness, or their attendance is dispensed with by the governor or visiting committee for any other reason.

Application
of general
rules.

233. Misdemeanants of the first division shall also be subject to any general prison rules, except so far as they are inconsistent with the special rules relating to misdemeanants of the first division.

PART IV.

SPECIAL RULES WITH RESPECT TO DEBTORS.

Persons to be
treated as
debtors.

234. The following rules relating to debtors shall apply to any person committed to prison for default in payment of any debt, or instalment of any debt, due from such person in pursuance of any order or judgment of any county court or other competent court, or any order of a justice or justices, unless, by the terms of the warrant of commitment, the imprisonment is to be with hard labour, or is in default of payment of a penal sum.

Separation
from criminal
prisoners.

235. A debtor prisoner shall not be associated with criminal prisoners.

236. A debtor prisoner shall not be required to take a Bath. bath on reception if, on the application of the prisoner, the governor shall decide that it is unnecessary, or the medical officer shall state that it is, for medical reasons, unadvisable.

237. A debtor prisoner shall at all times, except when at Cell. chapel or exercise, occupy the cell assigned to him.

Food, Clothing, and Bedding.

238.—(1.) Any such prisoner who prefers to provide his own food shall give notice thereof beforehand at the time required, but the governor shall not permit such prisoner to receive any prison allowance of food on any day whereon he procures or receives food at his own expense. Supply of food.

(2.) Articles of food shall be received only at such hours as may be laid down from time to time. They shall be inspected by the officers of the prison, and shall be subject to such restrictions as may be necessary to prevent luxury or waste.

(3.) Any such prisoner shall not, during the twenty-four hours, receive or purchase more than one pint of beer, cider, or other fermented liquor, or (if an adult) half a pint (8 oz.) of wine.

239. No such prisoner shall be allowed to sell or transfer any article whatsoever allowed to be introduced for his use to any other person. Prohibition of sale of property.

240. A debtor prisoner shall be permitted to wear his own clothing, unless it is unfit for use. The prison dress for a debtor prisoner who does not wear his own clothing shall be of a different colour from that of convicted criminal prisoners. Clothing.

Cleanliness.

241. A debtor prisoner shall not be compelled either to have his hair cut or (if he usually wears his beard, &c.) to shave, except on account of vermin or dirt, or when the medical officer deems it necessary on the ground of health and cleanliness; and the hair of such prisoner shall not be cut closer than may be necessary for the purposes of health and cleanliness. Hair-cutting.

242. The beds of debtor prisoners shall be made, and the rooms and yards in their occupation shall be swept and cleaned by them every morning. The furniture and utensils appropriated to their use shall be kept clean and neatly arranged by them. Cleaning of rooms, etc.

Health.

243. Debtor prisoners may be permitted to exercise in the forenoon and afternoon of each day during such periods as Exercise.

the circumstances of the prison may allow, and during the same periods they shall be permitted to associate together in an orderly manner.

Visits and Communications.

Visits and letters.

244. A debtor prisoner shall be permitted to receive a visit of a quarter of an hour's duration and also to write and receive one letter in each week, and the visiting committee may, for special reasons, prolong the period of the visit allowed to any such prisoner or accord additional visits or letters to such reasonable extent as they may deem advisable.

Special visits.

245. In applying to a debtor prisoner the General Rule 76, any request from the legal adviser, wife, or relative of such debtor to visit such debtor is to be granted at any reasonable hour of the day.

Place of visit.

246. The place in which debtor prisoners, receive their visits shall not be the same as that in which the criminal prisoners receive their visits, if any other suitable place can conveniently be provided.

Application of general rules.

247. Debtor prisoners shall also be subject to any general rules made by the General Prisons Board for the government of prisons, except so far as the same are inconsistent with the special rules relating to debtors.

PART V.

**SPECIAL RULES WITH RESPECT TO JUVENILE OFFENDERS
AWAITING TRIAL.**

Classification.

248.—(1.) All prisoners under the age of 16 who are under remand or awaiting trial shall be formed into two divisions, being classed by the governor and chaplain :—

- (a) Those who have not been in prison before and who are well-conducted in prison, who shall be kept separate from
- (b) Those who have been in prison before, or who misbehave in prison.

(2.) Any prisoner who declares himself to be more than 16 years of age, but who, in the opinion of the governor, chaplain, and medical officer of the prison, should not, having regard to his character, constitution, and antecedents, properly be classed with adult prisoners, shall also be classed as a juvenile offender.

Cell doors to be open in certain cases.

249. In order that confinement may be as little as possible oppressive, every unconvicted juvenile prisoner of tender years in division (a) shall be allowed to have his cell door open between the hours of 6 a.m. and 6 p.m. if the governor, chaplain, or medical officer is of opinion that this is necessary or

desirable, the governor being responsible that such precautions are observed as will ensure that a juvenile prisoner shall not be able to enter the cell of any other prisoner, and *vice versa*.

250. Every unconvicted juvenile prisoner shall be allowed two periods of exercise daily. This exercise shall consist of ordinary walking, or physical drill without arms, or of garden work, each boy being kept apart from the others. Exercise.

251. Every unconvicted juvenile prisoner shall be daily instructed by the schoolmaster for one hour in association, those in division (a) being kept separate from those in division (b) Any boy whose ignorance makes it impossible to instruct him shall be read to by the schoolmaster from books specially selected by the chaplain. Instruction.

252. The governor shall encourage every unconvicted juvenile prisoner to work either at his own trade or at one of the trades pursued in the prison. If employed on the latter, he shall be remunerated as laid down in Rule 206 for prisoners awaiting trial. The chaplain shall also encourage every unconvicted juvenile prisoner in habits of industry. Employment.

253. The chaplain shall select a special set of books to form a library for the use of unconvicted juvenile prisoners, picture books being provided for those who cannot read. Library books.

254. These rules shall apply, as far as practicable, to juvenile female prisoners under 16 years of age. Application of rules to females.

255. Unconvicted juvenile offenders shall also be subject to the rules for prisoners awaiting trial, and to any general prison rules, except so far as they are inconsistent with the special rules for juvenile offenders awaiting trial. Application of general prison rules.

SPECIAL RULES WITH RESPECT TO JUVENILE OFFENDERS UNDER CONVICTION.

256.—(1.) Every prisoner under the age of 16 shall be classed as a juvenile offender. Classification.

(2.) Prisoners who have not been in prison before and who are well-conducted in prison shall be kept separate from those who have been in prison before or who misbehave in prison.

(3.) Any prisoner who declares himself to be more than 16 years of age, but who, in the opinion of the governor, chaplain, and medical officer of the prison, should not, having regard to his character, constitution, and antecedents, properly be classed with adult prisoners, shall also be classed as a juvenile offender.

257. If the sentence is for one month or upwards a juvenile offender shall be located in a prison in which accommodation is set apart for juvenile offenders. If the sentence is for less than one month, he shall be retained in Prisons for juvenile offenders.

the prison to which he has been committed, but be lodged in a part of the prison where he will be completely separated from the adult prisoners.

**Separation
from adult
prisoners.**

258. A juvenile offender shall take exercise, receive school instruction, and be seated in chapel, apart from and, if possible, out of sight of adult prisoners, with whom he shall not, on any occasion, be permitted to come into contact.

**Mitigation of
prison
discipline.**

259. In the case of a juvenile offender the ordinary prison discipline shall be mitigated in the following manner :—

- (a) He shall not be required to sleep without a mattress ;
- (b) He shall be allowed special library books as well as books of instruction, from the time of his reception and throughout his sentence ;
- (c) He may be employed in association with other juvenile offenders in workshops, or in outdoor work, such as gardening, &c.
- (d) He shall, as far as possible, be instructed in a trade which may be useful to him on release ; and
- (e) He shall, if medically fit, be exercised daily at physical drill in lieu of or in addition to, walking exercise, with a view to his physical development.

Visits.

260. A juvenile offender may be allowed by the visiting committee to receive extra visits if, in their opinion, such visits are desirable and calculated to improve his moral welfare and future career.

**Report to
Under
Secretary
to Lord
Lieutenant
as to children
under 14.**

261. Whenever a child under 14 years of age is committed to prison, the governor shall report his reception direct to the Under Secretary to the Lord Lieutenant, Dublin Castle, the same day that the child is first received into custody, or again received after having been brought before the court on remand or otherwise, unless by the warrant of commitment the child is ordered to be detained in a reformatory or industrial school.

**Duty of
chaplain as
to juvenile
offenders.**

262. It shall be the duty of the chaplain to devote individual attention and care to the juvenile offenders, and, in co-operation with the visiting committee and the Discharged Prisoners' Aid Society, to make every possible provision for their protection and care on discharge.

**Discharge of
juvenile
offenders.**

263. Before a juvenile offender is discharged, the governor shall inform his relatives and friends on what day and at what time he will be discharged, that they may have the opportunity of attending to receive him ; but if such relatives or friends are known to be bringing the young prisoner up in evil courses, then the governor may, with the consent of the visiting committee, abstain from informing his relatives, if some other respectable person, to be approved by the visiting committee, is willing to take care of him, and the prisoner consents.

264. Convicted juvenile offenders shall also be subject to any general prison rules, except so far as they are inconsistent with the special rules for juvenile offenders under conviction. Application of general prison rules.

PART VI.

SPECIAL RULES WITH RESPECT TO PRISONERS BETWEEN THE AGES OF 16 & 21 YEARS.

265. Prisoners between the ages of 16 and 21 may be collected in a prison set apart for the purpose, and be subjected to the following special Rules :— Location in special prison.

266. They shall be strictly classified, regard being had to their character and antecedents. Classification.

267. Each class shall be kept apart from the other. Separation.

268. They shall be divided into three grades : 1st, Penal ; 2nd, Ordinary ; 3rd, Special ; with special privileges attached to the 3rd or Special grade. Each grade shall wear a distinctive dress. On reception a prisoner shall be placed in the 2nd or Ordinary grade, and his promotion from the 2nd to the 3rd grade shall be gained by industry with good conduct ; but it may be postponed for idleness or misconduct, or he may be removed to the Penal grade, or he may forfeit any of the privileges of his grade. Division into Grades.

269. They shall be employed in association in workshops or in outdoor work, such as farming, &c., and they shall be specially instructed in useful trades and industries which may fit them to earn their livelihood on release. Employment.

270. They shall, if medically fit, be exercised daily at physical drill in lieu of, or in addition to, walking exercise. Exercise.

271. Special attention shall be given to their education by instruction in the ordinary subjects of the Elementary Education Code, by lectures and moral addresses, and by their being provided with library books and useful literature, which they shall be encouraged to read. Education.

272. At a reasonable time before the discharge of any prisoner arrangements shall be made with Discharged Prisoners' Aid, or other philanthropic societies, or benevolent persons, for the prisoner's future welfare. Discharge.

273. They shall also be subject to any general prison rules, except so far as they are inconsistent with these Special Rules. Application of general rules.

PART

RULES FOR THE

274. The Diets of Prisoners, except those named in Rules

Dietary

CLASS A.

MEALS.			Men.		Women and Juveniles.
Breakfast	Daily	{ Bread	8 oz.	6 oz.	
		{ Gruel	1 pint	1 pint.	
Dinner	Sunday	{ Bread	8 oz.	6 oz.	
	Tuesday	{ Porridge	1 pint	1 pint.	
	Friday	{			
Supper	Daily	{ Bread	8 oz.	6 oz.	
		{ Gruel	1 pint	1 pint.	
		{			
		{			

CLASS A.—Juvenile Prisoners may, in addition to the above Diet, be allowed Milk not exceeding one pint per diem at the discretion of the Medical Officer.

CLASS C.

MEALS.			Men.		Women and Juveniles.
Breakfast	Daily	{ Stirabout (consisting of 3½ oz. Oatmeal, and 3½ oz. Indian Meal).	1½ pint	1½ pint.	
		{ New Milk	1 pint	¾ pint.	
Dinner	Sunday	{ Meat Broth with 4 oz. of beef without bone.	1 pint	1 pint.	
		{ Potatoes	16 oz.	16 oz.	
	Monday	{ Bread	16 oz.	14 oz.	
		{ Vegetable Soup	1 pint	1 pint.	
	Tuesday	{ Bread	16 oz.	14 oz.	
		{ Soup	½ pint	½ pint.	
Supper	Daily	{ Bread	10 oz.	8 oz.	
		{ Cocoa	1 pint	1 pint.	

VII.

DIETARY OF PRISONERS.

277, 279, and 280, shall be as follows :—

CLASS B.				
			Men.	Women and Juveniles.
Daily	-	{ Bread - - - - -	8 oz.	6 oz.
		{ Cocoa - - - - -	1 pint	1 pint.
Sunday and Thursday.	{	Bread - - - - -	6 oz.	5 oz.
		Suet Pudding - - - - -	10 oz.	8 oz.
		New Milk - - - - -	1 pint	1 pint.
Wednesday and Friday.	{	Bread - - - - -	6 oz.	5 oz.
		Potatoes - - - - -	8 oz.	8 oz.
		New Milk - - - - -	1 pint	1 pint.
Monday, Tuesday, and Saturday.	{	Bread - - - - -	14 oz.	13 oz.
		Soup - - - - -	$\frac{1}{2}$ pint	$\frac{1}{2}$ pint.
Daily	-	{ Bread - - - - -	6 oz.	6 oz.
		{ Cocoa - - - - -	1 pint	1 pint.
		{ New Milk - - - - -	$\frac{1}{2}$ pint	$\frac{1}{2}$ pint.

CLASS D.				
Prisoners awaiting trial : misdemeanants of the First Division and Debtors who do not maintain themselves.				
Daily	-	{ Bread - - - - -	8 oz.	
		{ Tea or Cocoa - - - - -	1 pint.	
		or at option of Prisoner—		
		Stirabout - - - - -	1 $\frac{1}{2}$ pint.	
		(as in Class C.)		
		New Milk - - - - -	$\frac{3}{4}$ pint.	
Sunday	-	{		
Monday	-	{ Bread - - - - -	6 oz.	
Tuesday	-	{ Potatoes - - - - -	8 oz.	
Thursday	-	{ Cooked Beef without bone, served with Broth - - - - -	3 oz.	
Saturday	-	{		
Wednesday and Friday.	{	Bread - - - - -	16 oz	
		Vegetable Soup - - - - -	1 pint.	
Daily	-	{ Bread - - - - -	8 oz.	
		{ Tea or Cocoa - - - - -	1 pint.	

Terms.

275. The terms to which the first three classes of the above diets shall be severally applied are those set forth in the following table :—

TERM.*	CLASS A.	CLASS B.	CLASS C.
Seven days and under	Whole Term	—	—
More than seven days and not more than four months.	Seven days	Remainder of Term	—
More than four months	—	Four months	Remainder of Term.

* The word "Term" includes the period, or aggregate of the periods during which a Convicted Prisoner is to be retained in custody, whether under one or more than one committal.

Bread may be given as an equivalent for stirabout, at the discretion of the Medical Officer, in the proportion of 12 oz. bread for 7 oz. meal.

In case of a Fast day in the Roman Catholic Church falling on any day other than Wednesday or Friday, the Prisoners of that Persuasion may be given on such day the same Diet as on Friday.

Diet for day of first reception.

276. The diet for prisoners of both sexes, irrespective of age on the day of first reception, whether on remand, to await trial, or on conviction or otherwise, shall be :—

Breakfast	- {	Bread	-	-	-	-	-	-	-	8 oz.
		Cocoa	-	-	-	-	-	-	-	1 pint.
Dinner	- {	Bread	-	-	-	-	-	-	-	12 oz.
		*Meat Broth, with 4 oz. of Beef without bone	-	-	-	-	-	-	-	1 pint.
Supper	- {	Bread	-	-	-	-	-	-	-	8 oz.
		Porridge	-	-	-	-	-	-	-	1 pint.

* On Fridays 1 pint of the soup of the day will be substituted for the meat broth ration.

Dietary for Bridewells.

277. The dietary of prisoners in Bridewells shall be as follows :—

CONVICTED.

Breakfast	-	Daily	- {	Bread	-	-	-	-	-	8 oz.
				Tea or Cocoa	-	-	-	-	-	1 pint.
Dinner	-	Daily	-	Stirabout, consisting of 3 oz. Indian Meal and 3 oz. Oatmeal	-	-	-	-	-	1½ pint.
Supper	-	Daily	- {	Bread	-	-	-	-	-	8 oz.
				Tea or Cocoa	-	-	-	-	-	1 pint.

UNCONVICTED.

Breakfast	-	Daily	{	Bread - - - - -	8 oz.
				Tea or Cocoa - - - - -	1 pint.
				Or at option of Prisoner, Stirabout, consisting of 3 oz. Oatmeal and 3 oz. Indian Meal - - - - -	1½ pint.
				New Milk - - - - -	½ pint.
Dinner	-	Daily	{	Bread - - - - -	16 oz.
				New Milk - - - - -	1 pint.
Supper	-	Daily	{	Bread - - - - -	8 oz.
				Tea or Cocoa - - - - -	1 pint.

* Milk to be given warm in cold weather.

278. The foregoing diets shall be prepared as follows :—

Ingredients,
cooking, and
substitutes.

Bread	-	-	To be made with whole meal, which is to consist of all the products of grinding the wheaten grain, with the exception of the coarser bran.
Soup	-	-	In every pint, 4 oz. clod (or shoulder), cheek, neck, leg, or shin of beef; 4 oz. split peas; 2 oz. fresh vegetables; ½ oz. onions; pepper and salt.
Suet pudding	-	-	Two oz. suet, 8 oz. white or wholemeal flour, to make 1 pound.
Gruel	-	-	To every pint, 2 oz. coarse oatmeal, with salt.
Porridge	-	-	To every pint, 3 oz. coarse oatmeal, with salt.
Stirabout	-	-	Equal parts of Indian meal and oatmeal, with salt. The Indian meal requires more cooking than the oatmeal. To make 1½ pints stirabout, boil 2½ pints water, to which a ½ of an oz. of salt should be added: stir in 3½ oz. of Indian meal, and afterwards 3½ oz. of oatmeal: keep constantly stirring, and when the meals are cooked, the required quantity of 1½ pints stirabout will be produced.
Cocoa	-	-	To every pint, ½ oz. flaked or Admiralty cocoa. Sweetening: For flaked cocoa, ½ oz. molasses or sugar to the pint. For Admiralty cocoa, ½ oz. molasses or sugar to the pint.
Meat with broth	-	-	The liquor in which the meat is cooked is to be thickened with ½ oz. flour, and flavoured with ½ oz. onions to each ration, with pepper and salt to taste.
Vegetable soup	-	-	Add to 1 gallon of boiling water 2 oz. pearl barley, 12 oz. split peas (previously steeped in water), 8 oz. oatmeal (blended in a little cold water), 2 pounds of turnips peeled and sliced, 4 oz. of onions, cut small, and pepper and salt to taste; when boiled for one hour the soup is fit for use. Parsnips or carrots may be substituted for turnips. The outer leaves of celery cut fine make an excellent addition to this soup, and where celery is grown they should be added in the proportion of 2 oz. to each gallon.
Tea	-	-	To every pint, ½ oz. tea, 2 oz. milk, ½ oz. sugar.

		SUBSTITUTES.
Potatoes - -		Rice or fresh vegetables may be substituted for potatoes weight for weight after cooking, also bread in the proportion of half its weight to weight of potatoes. Fresh vegetables may be combined with rice or bread in proportion.
Fresh vegetables		If fresh vegetables are not procurable, $\frac{1}{2}$ oz. preserved vegetables may be used in lieu of 1 oz. fresh vegetables.
Cooked beef.	Irish	In lieu of 4 oz. may be substituted $1\frac{1}{2}$ oz. bacon with 8 oz. beans, and in lieu of 3 oz. 1 oz. bacon with 6 oz. beans (both weighed after cooking), or Colonial or American beef or mutton of approved brands and of best quality may be substituted weight for weight. This meat should not be cooked or heated; it should always be served cold as it leaves the tin.

Hospital diets.

279. The hospital diet for sick prisoners shall be :—

MEN AND WOMEN.

—	Breakfast.		Dinner.	Supper.	
Low -	White bread	5 oz. -	Cornflour containing 1 oz. cornflour, 1 oz. sugar, and 1 pint milk to produce 1 pint.	White bread	5 oz.
	Milk or tea -	1 pint		Milk or tea -	1 pint
Medium	White bread	6 oz. -	Rice pudding containing 2 oz. rice, 1 egg, 1 oz. sugar, and 10 oz. milk with nutmeg; or White bread 6 oz., beef tea $\frac{1}{2}$ pint.	White bread	6 oz.
	Milk or tea -	1 pint		Milk or tea -	1 pint
Full -	White bread	8 oz. -	Meat 5 oz. (cooked), vegetables 4 oz., potatoes 16 oz.	White bread	8 oz.
	Tea - -	1 pint		Tea - -	1 pint

NOTES ON THE HOSPITAL DIETARY.

Cooked meat to consist of fresh beef or mutton, which may be roasted, baked, stewed, or boiled; when boiled the allowance of cooked meat to be served with its own liquor thickened with $\frac{1}{2}$ oz. flour, and flavoured with $\frac{1}{2}$ oz. onions, with pepper and salt. Rice may be omitted from the pudding, or sago or tapioca may be substituted for it. Beef tea, 16 oz., lean beef without bone, and $1\frac{1}{2}$ pints cold water to make 1 pint. All the alternative diets to be at the discretion of the Medical Officer. Extras and medical comforts may be given to patients when considered necessary by the Medical Officer.

280. The diets for ill-conducted or idle prisoners shall be :— Punishment diets.

No. 1 DIET.

(a) This diet when given for a period of three days, or less, shall consist of—

1 lb. bread per diem, with water.

(b) When given for more than three days, it shall consist of—

(1) 1 lb. bread per diem, with water.

(2) Class B diet, according to age and sex ; for alternate and equal periods of three days.

(c) The duration of time for which this diet may be ordered shall not exceed 15 days for any single term.

(d) No task of labour shall be enforced on any one of the days on which bread and water constitute the sole food supplied to the prisoner, who may, nevertheless, be allowed the option of performing suitable labour in the cell.

(e) No prisoner who has been upon this diet shall be again placed upon it for a fresh offence until an interval has elapsed equal to the period passed by the prisoner on No. 1 diet.

No. 2 DIET.

For a prisoner performing a daily task of labour.

(f) This diet when given for a period of 21 days, or less, shall be as follows :—

Breakfast	-	-	Bread, 8 oz.
			{ 1 pint of porridge, containing
			3 oz. oatmeal.
Dinner	-	-	{ Potatoes, 8 oz.
			Bread, 8 oz.
Supper	-	-	Bread, 8 oz.

(g) The No. 2 diet ordered for a period exceeding 21 days shall consist of the above diet for the first three weeks and after the fourth week. During the fourth week prisoners shall receive Class B diet, according to age and sex.

(h) The entire period for which any single term of No. 2 diet may be ordered shall not exceed 42 days.

(i) No prisoner who has been upon this diet for a period of 21 days continuously shall be again placed upon it until after the expiration of an interval of one week.

(k) If a prisoner while on No. 2 diet should be guilty of misconduct, No. 2 diet may be temporarily interrupted, and the prisoner may be placed on No. 1 diet for a period not exceeding three days ; on the expiration of the period awarded on No. 1 diet the prisoner shall resume the diet originally ordered, and the period passed upon the No. 1 diet shall count as part of the period originally awarded on No. 2 diet.

PART VIII.

REPEAL OF EXISTING RULES.

281. The undermentioned Rules made by the General Prisons Board are hereby repealed, viz. :—

General rules for the government of ordinary prisons made on the 22nd March, 1878,* 5th May, 1879,† 6th April, 1882,‡ 13th November, 1882,§ 13th March, 1885, 26th March, 1886,¶ 17th April, 1888,** 27th March, 1889,†† 11th March, 1895,‡‡ 16th July, 1896,§§ 5th May, 1899,|||| and the 25th July, 1899; ¶¶

Special rules with respect to prisoners awaiting trial made on the 22nd March, 1878,*** 7th November, 1884,††† 13th March, 1885,‡‡‡ and the 26th March, 1889; §§§

Special rules with respect to misdemeanants of the 1st Division, made on the 22nd March, 1878; ||||

Special rules with respect to prisoners who are debtors, made on the 22nd March, 1878; ¶¶¶

Rules with respect to the diets of prisoners confined in ordinary prisons, made on the 6th February, 1885.****

Made and executed this 20th day of March, 1902, by the "General Prisons Board for Ireland."

J. S. Gibbons,
Chairman.

* Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 802.

† Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 819.

‡ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 821.

§ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 822.

|| Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 824.

¶ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 825.

** Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 826.

†† Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 827.

‡‡ Printed in Statutory Rules and Orders, 1895, p. 665.

§§ Printed in Statutory Rules and Orders, 1897, p. 587.

|||| Printed in Statutory Rules and Orders, 1899, p. 1179.

¶¶ [Not printed.]

*** Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 832.

††† Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 836.

‡‡‡ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 837.

§§§ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 838.

||||| Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 828.

¶¶¶ Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 839.

**** Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 8, p. 259.

BY THE LORD LIEUTENANT AND PRIVY COUNCIL IN
IRELAND.*Cadogan.*

In pursuance of the General Prisons (Ireland) Act, 1877,* We, the Lord Lieutenant General and General Governor of Ireland, with the approval, advice, and consent of the Privy Council in Ireland, have settled and hereby approve of the foregoing Rules made by the General Prisons Board for Ireland.

Given at the Council Chamber, Dublin Castle, the
3rd day of April, 1902.

*Ashbourne, C.
Gerald Fitzgibbon.
David Harrel.*

RULES, DATED AUGUST 23, 1902, MADE BY THE CHIEF SECRETARY TO THE LORD LIEUTENANT OF IRELAND, PURSUANT TO THE PROVISIONS OF THE "CAPITAL PUNISHMENT AMENDMENT ACT, 1868,"† FOR REGULATING THE EXECUTION OF CAPITAL SENTENCES IN IRELAND.

1902. No. 725.

I. For the sake of uniformity it is recommended that executions should take place in the week following the third Sunday after the day on which sentence is passed, on any week-day but Monday, and at 8 a.m.

II. The mode of execution, and the ceremonial attending it, to be the same as heretofore in use.

III. A public notice, under the hands of the sheriff and the Governor of the prison, of the date and hour appointed for the execution, to be posted on the prison gate not less than 12 hours before the execution, and to remain until the inquest has been held.

IV. The bell of the prison, or, if arrangements can be made for that purpose, the bell of the parish or other neighbouring church, to be tolled for fifteen minutes after the execution.

V. The person or persons engaged to carry out the execution should be required to report themselves at the prison not later than 4 o'clock on the afternoon preceding the execution, and to remain in the prison from the time of their arrival until they have completed the execution, and until permission is given them to leave.

I approve of the foregoing Rules.

George Wyndham.

Dated this 23rd day of August, 1902.

* 40 & 41 Vict. c. 49.

† 31 & 32 Vict. c. 24.

(b) Visiting Committees.

ORDER OF THE LORD LIEUTENANT, DATED MAY 10, 1901, AS
TO APPOINTMENT OF VISITING COMMITTEES IN PRISONS
IN IRELAND.

1901. No 461.

By the Lord Lieutenant General and General Governor
of Ireland.

Cadogan.

Whereas, by the 24th section of the General Prisons (Ireland) Act, 1877*, it is enacted that from and after the 1st day of April, 1878, a visiting committee shall at such time in each year, and in such manner as the Lord Lieutenant shall by Order from time to time prescribe, be appointed by the grand jury of every county for every prison, the board of superintendence of which shall have been dissolved by the said Act, consisting of such number of persons being justices of the peace, as having regard to the locality of such prison, and to the class of prisoners to be confined therein, may from time to time be determined by the Lord Lieutenant.

And whereas, by Section 3 of the said Act, it is enacted that in that Act the term "grand jury" should, as regards any borough the town council of which was authorised to make presentments for the prisons thereof, include such council:

And whereas the town council of the county borough of Dublin is included in the term "grand jury" within the meaning of the said Act:

And whereas, by the 3rd section of the Prisons (Ireland) Amendment Act, 1884,† it is enacted that where any prison is not exclusively used for the confinement of prisoners belonging to any one county, a joint visiting committee may, notwithstanding anything contained in Section 24 of the General Prisons (Ireland) Act, 1877, be appointed for such prison if the Lord Lieutenant so orders; and that a joint committee shall consist of so many justices as the Lord Lieutenant shall prescribe, who shall be appointed by such grand juries, and in such proportions as the Lord Lieutenant, having regard to the locality, and use of the prison and the class of prisoners confined therein, may from time to time order:

And whereas, by an Order of the Lord Lieutenant, dated the 22nd day of May, 1897,‡ and made pursuant to the said sections, it was, amongst other things, ordered that the visiting committee, or joint visiting committee, as the case might be, of the several prisons set out in the first column of the schedule to the Order in recital should be appointed by the several grand juries and town councils, respectively,

* 40 & 41 Vict. c. 49.

† 47 & 48 Vict. c. 36.

‡ Printed in Statutory Rules and Orders 1897, pp. 584-586.

specified in the second column of the said schedule in respect of each such prison, and that such committees should consist of the number of justices of the peace specified in the third column of the said schedule, and should be appointed at the respective times for the appointment in each year specified in the fourth column to the said schedule :

And whereas, by Order dated the 19th day of August, 1897,* the prison at Grangegorman, in the county of the city of Dublin, being one of the prisons set out in the said schedule to the said Order of the 22nd of May, 1897, was wholly closed, and it was ordered that all the prisoners who should or would be confined in the said prison should be removed to the prison at Mountjoy, in the county of the city of Dublin, being also one of the prisons set out in the said schedule to the said Order :

And whereas, by Order dated the 4th day of July, 1898,† and made pursuant to the said sections, it is ordered that a joint visiting committee of the prison at Mountjoy, in the county of the city of Dublin, should be appointed by the town council of the borough of Dublin and the grand jury of the county of Dublin respectively, and that such Committee should consist of twelve members, eight members whereof should be appointed by the said town council in April in every year, and the remaining four members should be appointed from the justices of the peace by the said grand jury at Easter sittings in every year :

And whereas the Easter sittings of the grand jury of the county of Dublin were held for the purpose of transacting fiscal business, pursuant to Sections 2 and 3 of the County Dublin Grand Jury Act, 1844 : ‡

And whereas such sections have been repealed by the Local Government (Ireland) Act, 1898,§ and no such Easter sittings are now held :

And whereas, by the Local Government (Ireland) Act, 1898, Section 21 (1), it is enacted that each of the boroughs mentioned in the second schedule to the same Act shall be an administrative county of itself and shall be called a county borough :

And whereas the city of Belfast and the city of Londonderry are among the boroughs mentioned in the said second schedule :

And whereas, by the Local Government (Ireland) Act, 1898, Section 69 (1), it is enacted that a place which for the purposes of that Act is a part of an administrative county shall, subject as in the section in recital mentioned, form part

* Printed in Statutory Rules and Orders 1897, p. 583.

† Printed in Statutory Rules and Orders 1898, p. 848.

‡ 7 & 8 Vict. c. 106.

§ 61 & 62 Vict. c. 37.

of that county for all other purposes, whether Assizes, Sheriff, Lieutenant, Custos Rotulorum, Justices, General Quarter, or Petty Sessions, Jurors, Militia, Police, Registration, Coroner, Clerk of the Peace, or other County Officers, and a Sheriff and Lieutenant for the counties of the cities of Belfast and Londonderry may accordingly be appointed in like manner as for any other county of a city named in Section 4 of the Municipal Privileges (Ireland) Act, 1876,* and as respects the Sheriff in the manner in the said Act provided, and a Sheriff and Lieutenant shall cease to be appointed for those counties of cities and towns which under the Act in recital do not become county boroughs :

And whereas, pursuant to the hereinbefore recited provisions of the Local Government (Ireland) Act, 1898, grand juries are now empannelled for the county boroughs of Belfast and Londonderry, and have ceased to be empannelled for the county of the town of Drogheda, the county of the town of Galway, and the county of the town of Kilkenny :

And whereas, by Section 34 of the Waterford Corporation Act, 1896,† it is enacted that from and after the commencement of the same Act all the powers of the city grand jury, that is to say, the grand jury of the county of the city of Waterford, with respect to the appointment of Justices of the Peace to be members of the visiting committee of justices under the General Prisons (Ireland) Act, 1877, should cease, and at the Spring and Summer Assizes in each year the council, that is to say, the council of the borough of Waterford, were thereby authorised and required to appoint three persons being justices to act on the said visiting committee, and that the persons so appointed should have similar powers in all respects to persons before the commencement of the Act in recital appointed by the city grand jury to sit on the said visiting committee :

And whereas it appears to the Lord Lieutenant expedient to make the Order following :

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred upon us by the 24th section of the General Prisons (Ireland) Act, 1877, and the 3rd section of the Prisons (Ireland) Amendment Act, 1884, and of every other power enabling us in this behalf, and having regard to the locality and use of the prisons set out in the Schedule to this Order, and the class of prisoners to be confined in such prisons, do hereby order and direct as follows (that is to say) :—

1. The said Orders of the 22nd day of May, 1897, and the 4th day of July, 1898, are hereby revoked : Provided, nevertheless that such revocation shall not extend to any appoint-

* 39 & 40 Vict. c. 76.

† 59 & 60 Vict. c. cxxv.

ment heretofore made under the said Orders or either of them, which appointments shall remain in force until the substituted provisions of this Order come into operation.

2. The visiting committee or joint visiting committee, as the case may be, of the several prisons set out in the 1st column of the schedule hereto shall be appointed by the several grand juries and town councils respectively specified in the 2nd column of such schedule, in respect of each such prison, and such committees shall consist of the number of justices of the peace specified in the 3rd column of the same schedule; and shall be appointed at the respective times for appointment in each year specified in the 4th column to the same schedule.

3. The visiting committee or joint visiting committee, as the case may be, of a prison appointed at any such time, shall continue to act until the specified time for appointment in the next succeeding year: Provided always, that if any grand jury or town council hereby ordered to appoint such Committee or members of a joint committee shall make default in doing so at the time by this Order appointed for that purpose, the committee or members of the joint visiting committee appointed to represent the grand jury or town council making such default as aforesaid shall continue to act until a committee or members of a joint visiting committee shall be appointed at a subsequent time for appointment.

Given at His Majesty's Castle of Dublin, this 10th day of May, 1901.

D. Harrel.

The Schedule referred to.

Prisons.	Grand Juries or Town Councils by whom the Visiting Committee or Joint Visiting Committee is to be appointed.	Number of Members of such Committees.	Times for appointment of such Committees.
Armagh -	Grand Jury of the county of Armagh to appoint eight members and	10	Summer Assizes.
	Grand Jury of the county of Monaghan to appoint two members.		
Belfast -	Grand Jury of the county of Antrim to appoint three members.	13	Summer Assizes.
	Grand Jury of the county borough of Belfast to appoint six members.		
* Carrick-on-Shannon.	Grand Jury of the county of Down to appoint three members.	4	Summer Assizes.
Castlebar -	Grand Jury of the county of Leitrim - - -		
Clonmel -	Grand Jury of the county of Mayo - - -	8	Summer Assizes.
	Grand Jury of the South Riding of the county of Tipperary.	8	Summer Assizes.
Cork, Male	Grand Jury of the county of Cork to appoint eight members.	12	Summer Assizes.
Cork, Female	and		
	Town Council of the borough of Cork to appoint four members.		July Meeting.
* Drogheda	Grand Jury of the county of Louth - - -	4	Summer Assizes.
Dundalk -	Grand Jury of the county of Louth - - -	8	Summer Assizes.
* Ennistallen	Grand Jury of the county of Permethagh - - -	4	Summer Assizes.
Galway -	Grand Jury of the county of Galway - - -	10	Summer Assizes.
	Grand Jury of the county of Kilkenny to appoint eight members.	10	Summer Assizes.
Kilkenny	Grand Jury of the county of Carlow to appoint two members.		
	Grand Jury of the county of Dublin to appoint six members.	11	Trinity Sittings.
Killmainham	Town Council of the county borough of Dublin to appoint three members		
	and		July Meeting.
	Grand Jury of the county of Meath to appoint two members.		Summer Assizes.
	Grand Jury of the county of Limerick to appoint six members.	13	Summer Assizes.
Limerick, Male	Town Council of county borough of Limerick to appoint three members.		
Limerick, Female	Grand Jury of the county of Clare to appoint two members		July Meeting.
	and		Summer Assizes.
	Grand Jury of the North Riding of the county of Tipperary to appoint one member.	12	Summer Assizes.
	Grand Jury of the county borough of Londonderry to appoint four members.		
Londonderry	Grand Jury of the county of Londonderry to appoint four members.	12	Summer Assizes.
	Grand Jury of the county of Donegal to appoint two members		
	and		Trinity Sittings.
	Grand Jury of the county of Tyrone to appoint two members.	12	July Meeting.
Mountjoy, Local	Grand Jury of the county of Dublin to appoint four members.		
	Town Council of the county borough of Dublin eight members.		
* Mullingar	Grand Jury of the county of Westmeath - - -	4	Summer Assizes.
* Omagh -	Grand Jury of the county of Tyrone - - -	4	Summer Assizes.
Sligo -	Grand Jury of the county of Sligo - - -	8	Summer Assizes.
Tralee -	Grand Jury of the county of Kerry - - -	8	Summer Assizes.
Tullamore	Grand Jury of King's County - - -	8	Summer Assizes.
Waterford	Grand Jury of the county of Waterford to appoint six members (to act jointly with the members appointed by the Council of the county borough of Waterford).	9	Summer Assizes.
Wexford -	Grand Jury of the county of Wexford - - -	8	Summer Assizes.
* Wicklow -	Grand Jury of the county of Wicklow - - -	4	Summer Assizes.

* These Prisons were wholly closed by Order dated November 26, 1901, printed at p. 130 below.

RULES, DATED APRIL 29, 1902, AS TO THE DUTIES OF VISITING COMMITTEES FOR ORDINARY PRISONS IN IRELAND.*

1902. No. 614.

By the Lord Lieutenant General and General Governor of Ireland.

Cadogan.

In pursuance of the General Prisons (Ireland) Act, 1877,† we, George Henry, Earl Cadogan, Lord Lieutenant General and General Governor of Ireland, do hereby make and publish the following rules with respect to the duties of visiting committees of ordinary prisons in Ireland :—

1. The following rules shall apply to every visiting committee or joint visiting committee of an ordinary prison in Ireland.

2. The visiting committee or joint visiting committee, as the case may be, of a prison, shall continue to act until the specified time for appointment of their successors; provided always that if any grand jury or town council ordered to appoint such committee or members of a joint committee shall make default in doing so at the time appointed for that purpose, the committee or members of the joint visiting committee appointed to represent the grand jury or town council making such default as aforesaid shall continue to act until a committee or members of a joint visiting committee shall be appointed at a subsequent time for appointment.

Tenure of Office.

3. Every visiting committee shall, at their first meeting, appoint a chairman and make rules as to their attendance at the prison for the purpose of carrying out the duties assigned to them.

Chairman and rules.

4. A visiting committee and the members thereof may act notwithstanding any vacancy in their body.

Powers not affected by vacancies.

5. Every visiting committee shall keep a book of minutes of their proceedings, in which all minutes shall be recorded.

Minutes.

6. They shall meet as a committee at the prison once in each month, or if the committee pass a resolution that, for reasons specified in the resolution, less frequent meetings are sufficient, not less than eight times in the year.

Meetings at prison.

7. One or more of them shall visit the prison once in each week, or, if the committee pass a resolution that for reasons specified in the resolution fortnightly visits are sufficient, then once in each fortnight.

Visits to prison.

* These rules having been laid before both Houses of Parliament for 40 days came into force August 1, 1902.

† 40 & 41 Vict. c. 49.

Interest in
contracts.

8. No member of the visiting committee may have any interest in any contract made in respect of any prison of which he is on the visiting committee.

Co-operation
with Board.

9. They shall co-operate with the General Prisons Board in promoting the efficiency of the service, and shall make inquiry into any matter specially referred to them by the Lord Lieutenant or the Board, and report their opinion thereon.

Duties as to
abuses.

10. They shall take care that any abuses in connexion with the prison which come to their knowledge are brought to the notice of the Board immediately, and in case of urgent necessity they may suspend any officer of the prison until the decision of the Board is made known.

Duties as to
misconduct
or idleness.

11. They shall hear and adjudicate on any report made by the governor of the misconduct or idleness of any prisoner.

Powers of
visiting com-
mittee as to
offences
against prison
discipline.

12. If any prisoner is charged with any serious or repeated offence for which the punishment the governor is authorised to inflict is deemed insufficient, or is charged with any offences with the aggravations mentioned in this rule, the governor shall, without loss of time, report the same to the visiting committee, or one of them, who are or is empowered, after inquiry into the same on oath, to determine concerning any matter so reported to them or him, and to order the offender to be punished. The offences referred to above are—

- (1.) Personal violence to a fellow prisoner.
- (2.) Grossly offensive or abusive language to any officer or servant of the prison.
- (3.) Wilfully or wantonly breaking the prison windows, or otherwise destroying the prison property.
- (4.) When under punishment, wilfully making a disturbance tending to interrupt the order and discipline of the prison.
- (5.) Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.
- (6.) Escaping or attempting to escape from prison.

Punishment
which may be
imposed by
visiting
committee.

13. They, or one of them, may order a prisoner to be punished by—

- (a) Close confinement for a period not exceeding 14 days.
- (b) No. 1 diet for ill-conducted or idle prisoners for a period not exceeding 15 days, with intervals as laid down in the rules for dietaries.
- (c) No. 2 diet for ill-conducted or idle prisoners for a period not exceeding 42 days, with intervals as laid down in the rule for dietaries.

- (d) Reduction from a higher stage to a lower stage or postponement of promotion to a higher stage for a period not exceeding 28 days.

14. If the governor represents to them that he has, in case of urgent necessity, put a prisoner in irons or under other mechanical restraint, and that it is necessary that the prisoner be so kept for more than 24 hours, they may authorise the detention by order in writing, which shall specify the cause thereof and the time during which the prisoner is to be so kept.

Duties as to prisoners under mechanical restraint.

15. They shall furnish such information with respect to the offences reported to them, and the punishments they award, as may from time to time be required by the Board or the Lord Lieutenant.

Duty to supply information.

16. They shall hear and investigate any complaint which any prisoner may desire to make to them; and, if necessary, report the same, with their opinion, to the Board, or take such steps with regard to the matter as they may be directed to take.

Duties as to complaints by prisoners.

17. They shall attend to any report which they receive as to the mind or body of any prisoner being likely to be injured by the discipline or treatment to which he is subjected, and shall communicate their opinion to the Board. If the case is urgent, they shall give such directions thereon as they deem expedient, communicating the same to the Board.

Duties as to injury by discipline or treatment.

18. They shall frequently inspect the diets of the prisoners, and if they find that the quality of any article does not fulfil the terms of the contract under which it is supplied, they shall report the circumstances to the Board, and note the same in their minute book, and the governor shall thereupon take such steps as may be immediately necessary to provide the prisoners with suitable food.

Duties as to prisoners' diet.

19. They may inspect any of the books of the prison.

Power to inspect books.

20. They may, on application from any prisoner, dispense with his attendance at divine service on Sundays and other days.

Divine Service.

21. They may, in any case of special importance or urgency, allow a prisoner an additional visit or letter or prolong the period of a visit.

Powers as to visits and letters.

22. They shall assist the Board with advice and suggestions as to the industrial employment and occupation of prisoners.

Industrial employment of prisoners.

23. They shall assist the Board in the selection of library books for the use of prisoners. All demands for such books must be submitted to them by the chaplains through the governor, for their approval, before being sent to the Board.

Duties as to library books.

Duties as to application for change of religion.

24. They shall investigate and decide on any application from a prisoner to change his religion. Before granting such an application, they must satisfy themselves that it is made from conscientious motives and not caprice or a desire to escape any prison regulations.

Powers as to lectures and addresses.

25. They may, subject to the approval of the Board, organise lectures and addresses in the prison, provided that they do not interfere with the necessities of prison discipline, and are directed to the moral improvement of the prisoners.

Juvenile and unconvicted prisoners.

26. They shall exercise supervision in carrying out the rules for the treatment of juvenile and unconvicted prisoners.

First offenders.

27. They shall, so far as practicable, co-operate with the governor as to the classifying of first offenders.

Duties as to discharged prisoners.

28. They shall, as far as practicable, from time to time, satisfy themselves as to the operation of the Discharged Prisoners' Aid Societies connected with the prison, or any other agencies having for their object the welfare of prisoners.

Duties as to prison buildings.

29. They shall inquire into the state of the prison buildings, and report to the Lord Lieutenant or the Board with respect to any repairs or additions which may appear to them to be necessary.

Duties as to prison labour.

30. They shall inquire into the condition of prison labour, whether the industrial employments provided are sufficient and of the kind most suitable for preparing prisoners for earning their livelihood on release in their own localities.

Annual report.

31. They shall make an annual report at the beginning of each year to the Lord Lieutenant with regard to all or any of the matters referred to in these rules, or to any other matters appertaining to the prison that they may deem expedient; and they shall, from time to time, make such reports to the Lord Lieutenant or to the Board as they consider necessary concerning any matter to which, in their opinion, the attention of the Board should be called.

Conditions under which permissions are to be granted.

32. They shall, before granting any permission which by the prison rules they are authorised or required to grant, satisfy themselves that it can be granted without interfering with the security, good order, and government of the prison and prisoners therein, and if, after it has been granted, its continuance seems likely to cause any such interference, or the prisoner has abused the permission, or has been guilty of any misconduct, they may suspend or withdraw the permission.

Privileges which may be allowed prisoners awaiting trial.

33.--(1.) They shall, on the application of any prisoner awaiting trial, if, having regard to his ordinary habits and conditions of life, they think such special provision should be made in his case, permit him—

(a) To occupy, on payment of a small sum fixed by the Board, a suitable room or cell specially fitted for

such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells;

- (b) To take exercise separately or with selected untried prisoners, if the arrangements and construction of the prison permit it;
- (c) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor;
- (d) To have, on payment of a small sum fixed by the Board, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

(2.) They may also permit the governor to modify the routine of the prison in regard to any prisoner awaiting trial so far as to dispense with any practice which, in the opinion of the governor, is clearly unnecessary in the case of that particular prisoner.

(3.) If any prisoner awaiting trial who is out of health desires the attendance of his usual medical attendant, the visiting committee shall, if they are satisfied that the application is *bonâ fide*, permit him to be visited by that medical attendant at his own expense, and to be supplied with medicine by him, proper precautions being in all cases observed to prevent abuse of these privileges.

(4.) They may, in any special case, for special reasons, prolong the period of the visit allowed to any prisoner awaiting trial, or allow him to be visited by more than two persons at the same time.

34.—(1.) They shall, on the application of any misdemeanant of the first division, permit him to wear his own clothing, provided that it is sufficient and is fit for use, and to supply his own food under the restrictions made in respect thereto; also if, having regard to his ordinary habits and condition of life, they think such special provision should be made in respect to him, they shall permit any such prisoner—

Privileges which may be allowed first-class misdemeanants.

- (a) To occupy, on payment of a small sum fixed by the Board, a room or cell specially fitted for such prisoners, and furnished with suitable bedding and other articles in addition to or different from those furnished for ordinary cells;
- (b) To have at his own cost the use of private furniture and utensils suitable to his ordinary habits, to be approved by the governor;
- (c) To have, on payment of a small sum fixed by the Board, the assistance of some person to be appointed by the governor, relieving him from the performance of any unaccustomed tasks or offices.

(2.) They may, in any special case for special reasons, permit the period of the visit allowed to any misdemeanant of the first division to be prolonged, or allowed additional visits or letters to such reasonable extent as they deem advisable.

Books, &c.,
for untried
prisoners and
first-class
misdemeanants.

35. They shall permit prisoners awaiting trial and misdemeanants of the first division to have supplied to them, at their own expense, such books, newspapers, or other means of occupation, other than those furnished by the prison, as are not, in their opinion, or in their absence pending their approval, in the opinion of the governor, of an objectionable kind.

Visits and
letters of
debtors.

36. They may, for special reasons, prolong the period of the visit allowed to any debtor prisoner or accord additional visits or letters to such reasonable extent as they may deem advisable.

Visits to
juveniles.

37. A juvenile offender may be allowed by the visiting committee to receive extra visits if, in their opinion, such visits are desirable and calculated to improve his moral welfare and future career.

Visits to
prisoners
under order
for execution.

38. A prisoner under sentence of death may be visited by such of his relations, friends, and legal advisers as he desires to see, and are authorised to visit him by an order in writing from a member of the visiting committee. If any person makes it appear to a member of the visiting committee that he has important business to transact with a prisoner under sentence of death, that member may grant permission in writing to that person to have a conference with the prisoner.

Duties as to
gratuities
earned by
prisoners.

39. They are requested to give such assistance as may be in their power towards securing the proper disposal of any gratuities which may be earned by prisoners, especially in places where there is no Discharged Prisoners' Aid Society, according to such instructions as may from time to time be issued on the subject.

General
duties.

40. They shall also discharge such other duties as are assigned to them in the special rules for special classes of prisoners and in the general rules for the government of prisons.

41. The rules with respect to the duties of visiting committees made by the Lord Lieutenant, on the 22nd March, 1878,* and 2nd January, 1879,† are hereby repealed.

Given at His Majesty's Castle at Dublin, this 29th day of April, 1902.

By His Excellency's Command,

D. Harrel.

* Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 841.

† Printed in Statutory Rules and Orders Revised (1st Edition), Vol. 5, p. 846.

(c) Appointment of Prisons for Particular Localities.

**ORDER OF THE LORD LIEUTENANT, DATED JUNE 18, 1878,
APPOINTING THE LIMERICK MALE AND THE LIMERICK
FEMALE AND THE CORK MALE PRISONS AS LEGAL PLACES
OF CONFINEMENT FOR MALE AND FEMALE PRISONERS
RESPECTIVELY.***

By the Lords Justices General and General Governors
of Ireland.

J. T. Ball, C.

Whereas, by the General Prisons (Ireland) Act, 1877,† it is amongst other things, provided that from and after the 1st day of April, 1878, the Lord Lieutenant or other Chief Governor or Governors of Ireland for the time being, may, by order from time to time, close any prison or prisons, or may direct that any prison shall be a legal place of confinement only for certain classes of prisoners specified in such Order, and that any part of the same shall be closed; and it is thereby further provided that whenever the Lord Lieutenant shall have made any such Order, a prison or prisons shall be named in such Order to which prisoners who, but for such Order, would have been confined in the prison so wholly or in part closed, shall be removed or committed, and in which they shall be kept in custody, and any such substituted prison shall thenceforth and so long as such Order is in force, for all purposes relating to the committal, detention, trial and punishment of the prisoners so removed, and of the prisoners committed thereto in pursuance of the said provision, be deemed to be a legal place of confinement:

Now we, the Lords Justices General and General Governors of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 1st day of July, 1878, the present prison of and for the county of Limerick shall be a legal place of confinement for males only, and not for females; and that all females who shall, on the 1st day of July, 1878, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the prison of and for the county of the city of Limerick, which shall, from and after the said day, be a legal place of confinement for the aforesaid females.

* By order of the Lord Lieutenant, dated February 18, 1896, printed at p. 124 below, it was ordered that male and female prisoners from the Newcastle West, Abbeyfeale and Drumcollogher Petty Sessions Districts are to be committed to Tralee, and in other respects as to Limerick this order was re-enacted.

† 40 & 41 Vict. c. 49.

And we, the said Lords Justices General and General Governors of Ireland, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the said 1st day of July, 1878, the present prison of and for the county of the city of Limerick shall be a legal place of confinement for females only, and not for males; and that all males who shall on the 1st day of July, 1878, be confined in the said last-named prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the present prison of and for the county of Limerick, which shall from and after the said day be a legal place of confinement for the aforesaid males.

And we, the said Lords Justices General and General Governors of Ireland, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 1st day of July, 1878, the present prison of and for the county of Cork shall be a legal place of confinement for males only, and not for females; and that all females who shall, on the 1st day of July, 1878, be confined in the said last-named prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the present prison of and for the county of the city of Cork, which shall, from and after the said day, be a legal place of confinement for the females last aforesaid.

Given at Her Majesty's Castle of Dublin, this 18th day of June, 1878.

By their Excellencies' Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED JULY 3, 1878,
APPOINTING THE CORK FEMALE PRISON AS A LEGAL
PLACE FOR CONFINEMENT OF FEMALE PRISONERS.

By the Lords Justices General and General Governors of
Ireland.

J. T. Ball, C.

Whereas . . . [*Here follows the recital to the Order of June, 18, 1878, printed at p. 63 above.*]

Now we, the Lords Justices General and General Governors of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 15th day of July, 1878, the present prison of and for the county of the city of Cork shall be a legal place of confinement for females only, and not for males; and that all males who shall on the 15th day of July, 1878, be confined in the

said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the present prison of and for the county of Cork, which shall, from and after the said day, be a legal place of confinement for the aforesaid males.

Given at Her Majesty's Castle of Dublin, this 3rd day of July, 1878.

By their Excellencies' Command,
T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED MAY 16, 1879, AS TO PRISON TO WHICH PRISONERS ARE TO BE COMMITTED FROM THE BALLYMACARBERRY AND CLONMEL PETTY SESSIONS DISTRICTS.*

By the Lord Lieutenant General and General Governor of Ireland.

Marlborough.

Whereas, by the General Prisons (Ireland) Act, 1877,† it is, amongst other things, provided that the Lord Lieutenant may, by any general or special rule, from time to time, appoint any convenient prison or prisons in any adjoining county to which prisoners may be committed for trial, safe custody, or otherwise, and that any prisoners may be committed to such prison accordingly :

Now we, John Winston, Duke of Marlborough, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby appoint the county prison situate in the town of Clonmel and county of Tipperary, S.R., to be a prison to which prisoners committed by a magistrate or magistrates, in petty sessions or otherwise, in the Ballymacarbery or Clonmel Petty Sessions Districts, in the county of Waterford, being a county adjoining the said county of Tipperary, S.R., may be committed for trial, safe custody, or otherwise.

Given at Dublin Castle, this 16th day of May, 1879.

By His Grace's Command,
T. H. Burke.

* But see Order of July 20, 1886, printed at p. 105 below.

ORDER OF THE LORD LIEUTENANT, DATED JUNE 18, 1879,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE CARRICKMACROSS AND CASTLEBLAYNEY PETTY
SESSIONS DISTRICTS.*

By the Lords Justices General and General Governors
of Ireland.

J. T. Ball, C.

Whereas . . . [*Here follows the recital to the Order
of May 16, 1879, printed at page 65 above.*]

And whereas it is by the said Act further provided that
the term "Lord Lieutenant" shall mean the Lord Lieutenant,
or other Chief Governor or Governors of Ireland for the time
being :

Now we, the Lords Justices General and General Governors
of Ireland, in pursuance of the powers conferred on us by
the said Act, and of every other power enabling us in this
behalf, do hereby appoint the county prison situate in the town
of Dundalk and county of Louth, to be a prison to which
prisoners committed by a magistrate or magistrates, in petty
sessions or otherwise, in the Carrickmacross or Castleblayney
Petty Sessions Districts, in the county of Monaghan, being a
county adjoining the said county of Louth, may be committed
for trial, safe custody, or otherwise.

Given at Dublin Castle, this 18th day of June, 1879.

By their Excellencies' Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED JULY 16, 1879, AS
TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM ROSCREA PETTY SESSIONS DISTRICT.

By the Lords Justices General and General Governors
of Ireland.

J. T. Ball, C.

Whereas . . . [*Here follows the recital to the Order
of May 16, 1879, printed at page 65 above.*]

And whereas it is by the said Act further provided that
the term "Lord Lieutenant" shall mean the Lord Lieutenant,
or other Chief Governor or Governors of Ireland for the time
being :

Now we, the Lords Justices General and General Governors
of Ireland, in pursuance of the powers conferred on us by the
said Act, and of every other power enabling us in this behalf,

* But see Order of July 20, 1886, printed at p. 106 below.

do hereby appoint the district bridewell situate in the town of Parsonstown,* in the King's County to be a bridewell to which prisoners committed by a magistrate or magistrates, in petty sessions or otherwise, in the Roscrea Petty Sessions District, in the county of Tipperary, being a county adjoining the said King's County, may be committed for trial, safe custody, or otherwise, in such manner, and for such term or terms as the same might lawfully be done if the said district bridewell were situate within the same county as the petty sessions district aforesaid.

Given at Dublin Castle, this 16th day of July, 1879.

By their Excellencies' Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED DECEMBER 6, 1879,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE NEWRY, WARRENPORT, GILFORD, AND LURGAN
PETTY SESSIONS DISTRICTS.†

By the Lord Lieutenant General and General Governor
of Ireland.

Marlborough.

Whereas . . . [*Here follows the recital to the Order of May 16, 1879, printed at page 65 above.*]

Now we, John Winston, Duke of Marlborough, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby appoint the county prison situate in the town of Armagh and county of Armagh, to be a prison to which prisoners committed by a magistrate or magistrates, in petty sessions or otherwise, in the Newry, Warrenpoint, or Gilford Petty Sessions Districts, in the county of Down, or so much of the Lurgan Petty Sessions District as is included within the said county, being a county adjoining the aforesaid county of Armagh, may be committed for trial, safe custody, or otherwise.

Given at Dublin Castle, this 6th day of December, 1879.

By His Grace's Command,

T. H. Burke.

* But *see* Order of August 23, 1903, printed at p. 137 below.

† By order of the Lord Lieutenant, dated March 20, 1893, printed at p. 121 below, Dundalk was substituted for Armagh for male prisoners from the Newry and Warrenpoint Petty Sessions District.

ORDER OF THE LORD LIEUTENANT, DATED DECEMBER 6, 1879,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE BANGOR, HOLYWOOD, NEWTOWNBRED, DROMORE,
MOIRA, HILLSBOROUGH, AND BANBRIDGE PETTY
SESSIONS.

By the Lord Lieutenant General and General Governor
of Ireland.

Marlborough.

Whereas . . . [*Here follows the recital to the Order
of May 16, 1879, printed at page 65 above.*]

Now we, John Winston, Duke of Marlborough, Lord
Lieutenant General and General Governor of Ireland, in pur-
suance of the powers conferred on us by the said Act, and
of every other power enabling us in this behalf, do hereby
appoint the county prison situate in the county of Belfast,
and county of Antrim, to be a prison to which prisoners com-
mitted by a magistrate or magistrates, in petty sessions or
otherwise, in the Bangor, Holywood, Newtownbreda, Dromore,
Moira, Hillsborough, or Banbridge Petty Sessions Districts, in
the county of Down, being a county adjoining the said county
of Antrim, may be committed for trial, safe custody, or
otherwise.

Given at Dublin Castle, this 6th day of December, 1879.

By His Grace's Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED JANUARY 17, 1880,
AS TO PRISONS TO WHICH FEMALE PRISONERS MAY BE
COMMITTED FROM THE COUNTIES OF LOUTH, MEATH, AND
THE TOWN OF DROGHEDA.*

By the Lords Justices General and General Governors
of Ireland.

J. T. Ball, C.

Whereas . . . [*Here follows the recital to the Order
of June 18, 1878, printed at page 63 above.*]

Now we, the Lords Justices General and General Governors
of Ireland, in pursuance of the powers conferred on us by the
said Act, and of every other power enabling us in this behalf,
do hereby order and direct that from and after the 1st day of
April, 1880, the present prison of and for the county of Louth
shall be a legal place of confinement for males committed from

* But *see* Orders of April 6, 1880, printed at p. 69 below, and Decem-
ber 18, 1882, printed at p. 78 below.

the said county of Louth, or from the county of the town of Drogheda, and not for females; and that all females who shall on the 1st day of April, 1880, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the present prison of and for the county of the town of Drogheda, which shall, from and after the said day be a legal place of confinement for the aforesaid females:

And we, the Lords Justices General and General Governors of Ireland, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the said first day of April, 1880, the present prison of and for the county of the town of Drogheda shall be a legal place of confinement for females committed from the said county of the town of Drogheda, or from the county of Louth, or the county of Meath, and not for males; and that all males who shall, on the 1st day of April, 1880, be confined in the said last-named prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the present prison of and for the county of Louth, which shall, from and after the said day, be a legal place of confinement for the aforesaid males.

Given at Her Majesty's Castle of Dublin, this 17th day of January, 1880.

By their Excellencies' Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED APRIL 6, 1880, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM CERTAIN PETTY SESSIONAL DIVISIONS.*

By the Lord Lieutenant General and General Governor of Ireland.

Marlborough.

Whereas . . . [*Here follows the recital to the Order of June 18, 1878, printed at page 63 above.*]

And whereas it has seemed right to us, for the purpose of promoting a better system of prison discipline, and of effecting greater economy in, and at the same time preserving the due efficiency of, the public service, to close part of the prisons herein-after mentioned:

Now we, John Winston, Duke of Marlborough, Lord Lieutenant General, and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 15th day of April, 1880, the

* But see Orders of May 19, 1881, printed at p. 74 below; December 18, 1882, printed at p. 78 below; January 19, 1886, printed at p. 97 below; July 20, 1886, printed at p. 105 below; January 2, 1897, printed at p. 127 below; and November 26, 1901, printed at p. 130 below.

prisons of Carlow, Carrick-on-Shannon, Cavan, Ennis, Enniskillen, Lifford, Longford, Monaghan, Roscommon, Trim, and Wicklow shall be closed, save to the extent herein-after specified :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 15th day of April, 1880, all persons sentenced or committed by order of the court at the assizes held in and for the several counties mentioned in the first schedule hereto, shall be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so sentenced and committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 15th day of April, 1880, all persons sentenced or committed by order of the court at the quarter sessions, held in and for the several counties and the divisions thereof respectively, in the second schedule hereto, shall be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so sentenced and committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that, from and after the 15th day of April, 1880, all persons sentenced for a term of imprisonment exceeding seven days, in the several petty sessions districts mentioned in the third schedule hereto by justices of the peace, whether sitting in petty sessions or otherwise, and all persons committed to take their trial at quarter sessions or assizes in the said petty sessions districts by such justices as aforesaid, or by coroners, shall be respectively committed to and imprisoned in the prisons in the said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that, from and after the 15th day of April, a sufficient portion of the said several prisons of Carlow, Carrick-on-Shannon, Cavan, Ennis, Enniskillen, Lifford, Longford, Monaghan, Roscommon, Trim, and Wicklow shall be, and may be, used as legal places of confinement for all such prisoners as might, before the making of this Order, have been legally committed thereto and imprisoned therein, and in respect of whose committal and imprisonment it is not otherwise provided in this Order.

Given at Her Majesty's Castle of Dublin, this 6th day of April, 1880.

By His Grace's Command,

T. H. Burke.

Appointment of Prisons.

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First Schedule referred to in foregoing Order.

County.	Where committed.	Prison to commit to.
Carlow - - -	At Assizes - - - - -	Kilkenny.
Cavan - - -	Do. - - - - -	Mullingar.
Clare - - -	Do. - - - - -	Limerick.
Donegal - - -	Do. - - - - -	Londonderry.
Fermanagh - - -	Do. - - - - -	Omagh.
Leitrim - - -	Do. - - - - -	Sligo.
Longford - - -	Do. - - - - -	Mullingar.
Meath - - -	Do. - - - - -	Kilmainham.
Monaghan - - -	Do. - - - - -	Armagh.
Roscommon - - -	Do. - - - - -	Mullingar.
Wicklow - - -	Do. - - - - -	Wexford.

Second Schedule referred to in foregoing Order.

County.	Where committed.	Prison to commit to.
	Quarter Sessions :—	
Carlow - - -	Division of Carlow - - -	Kilkenny.
Cavan - - -	Division of Cootehill - - -	Armagh.
	Division of Cavan - - -	Mullingar.
Clare - - -	Division of Ennis - - -	Limerick.
	Division of Killrush - - -	Limerick.
Donegal - - -	Division of Donegal - - -	Londonderry.
	Division of Letterkenny - - -	Londonderry.
	Division of Lifford - - -	Londonderry.
Fermanagh - - -	Division of Newtownbutler - - -	Armagh.
	Division of Enniskillen - - -	Omagh.
Leitrim - - -	Div. of Carrick-on-Shannon - - -	Sligo.
	Division of Manorhamilton - - -	Sligo.
Longford - - -	Division of Longford - - -	Mullingar.
Meath - - -	Division of Trim - - -	Kilmainham (Dublin).
Monaghan - - -	Division of Monaghan - - -	Armagh.
	Division of Castleblayney - - -	Males to Dundalk, Females to Drogheda.
Roscommon - - -	Division of Roscommon - - -	Mullingar.
	Division of Boyle - - -	Sligo.
	Division of Athlone - - -	Mullingar.
Wicklow - - -	Division of Baltinglass - - -	Naas.
	Division of Wicklow - - -	Kilmainham (Dublin).

Third Schedule referred to in foregoing Order.

County.	Petty Sessions District.	Prison to commit to.
Carlow . . .	All except Hacketstown . . . Hacketstown . . .	Kilkenny. Wexford.
Cavan . . .	Bailieborough . . . Shercock . . . Mullagh . . . Kingscourt . . . Virginia . . . Ballyjamesduff . . . Mountnugent . . . Cavan . . . Ballinagh . . . Kilnaleck . . . Arva . . . Killeshandra . . . Bawnboy . . . Swanlinbar . . . Blacklion . . . Cootehill . . . Belturbet . . . Ballyconnell . . .	Males to Dundalk, Females to Drogheda. Dublin—Kilmainham. Mullingar. Omagh. Armagh.
Clare . . .	All except Ballyvaughan . . . Ballyvaughan . . .	Limerick Male Prison. Limerick Female Prison. Galway.
Donegal . . .	Ballyshannon . . . Ballintra . . . All the rest . . .	Sligo. Londonderry.
Drogheda Town . .	Drogheda . . .	Males to Dundalk, Females to Drogheda.
Fermanagh . . .	Kesh . . . Lack . . . Lotherstown or Irvinestown . . . Derrygonnelly . . . Letterbreen . . . Belleek . . . Derrylin . . . Lisbellaw . . . Enniskillen . . . Roslea . . . Brookboro' . . . Lisnaskea . . . Newtownbutler . . .	 Omagh. Armagh.
Leitrim . . .	Ballinamore . . . Carrick-on-Shannon . . . Cashcarrigan . . . Drumsna . . . Drumshambo . . . Drumkeerin . . . Manorhamilton . . . Kinlough . . . Kiltyclogher . . . Dromahair . . . Carrigallen . . . Cloone . . . Mohill . . . Dromod . . .	 Sligo. Mullingar.
Longford . . .	All . . .	Mullingar.

Appointment of Prisons.

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Third Schedule—continued.

County.	Petty Sessions District.	Prison to commit to.
Meath	Longwood	Mullingar.
	Athboy	
	Trim	
	Dunshaughlin	
	Summerhill	Dublin—Kilmainham.
	Dunboyne	
	Ballivor	
	Oldcastle	
	Crossakiel	
	Kells	
	Moynalty	
	George's Cross	
	Navan	
	Kingscourt	Males to Dundalk, Females to Drogheda.
	Drumconrath	
	Slane	
Monaghan	Duleek	
	Julianstown	
	Castleblayney	Males to Dundalk, Females to Drogheda.
	Ballibay	
	Carrickmacross	
	Rockcorry	
	Newbliss	Armagh.
	Clones	
Roscommon	Monaghan	
	Emyvale	
	Castleroa	Mullingar.
	Ballinlough	
	Ballintober	
	Roscommon	
	Lecarrow	
	Coolderry	
	Brideswell	Galway.
	Ballyforan	
	Ruskey	
	Athlone	
	Ballinasloe	Sligo.
	Ballyfarnon	
	Keadue	
	Cootehill	
	Boyle	
	Croghan	
	Hillstreet	
	Frenchpark	
	Ballinagare	
	Elphin	
	Strokestown	
Wicklow	Tulsk	
	Bray	Dublin—Kilmainham.
	Enniskerry	
	Newtownmountkennedy	
	Ovoca	
	Rathdrum	Naas.
	Wicklow	
	Blessington	
	Dunlavin	Wexford.
	Baltinglass	
	Arklow	
	Carnew	
	Coolkenno	
	Tinahely	

ORDER OF THE LORD LIEUTENANT, DATED MAY 19, 1881,
APPOINTING THE PRISON AT KILMAINHAM TO BE A LEGAL
PLACE OF CONFINEMENT FOR MALE PRISONERS ONLY, AND
SUBSTITUTING THE PRISON AT GRANGEGORMAN THEREFOR
IN RESPECT OF FEMALE PRISONERS.

By the Lord Lieutenant General and General Governor
of Ireland.

Cowper.

Whereas . . . [*Here follows the recital to the Order
of June 18, 1878, printed on page 63 above.*]

Now we, Francis Thomas de Grey, Earl Cowper, Lord
Lieutenant General and General Governor of Ireland, in pur-
suance of the powers conferred on us by the said Act, and of
every other power enabling us in this behalf, do hereby order
and direct that from and after the 23rd day of May, 1881, the
present prison at Kilmainham, in the county of Dublin, shall
be a legal place of confinement for males only, and not for
females; and that all females who shall on the 23rd day of
May, 1881, be confined in the said prison, or who, but for this
Order, would have been confined therein after the said day,
shall be removed or committed to the prison at Grangegorman,
in the city of Dublin, which shall, from and after the said day,
be a legal place of confinement for the aforesaid females.

Given at Her Majesty's Castle at Dublin, this 19th day of
May, 1881.

By His Excellency's Command,
T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED JULY 2, 1881,
APPOINTING THE PRISON AT NENAGH AS A LEGAL PLACE
OF CONFINEMENT FOR MALE PRISONERS ONLY, AND SUB-
STITUTING THE FEMALE PRISON AT LIMERICK THEREFOR
IN RESPECT OF FEMALE PRISONERS.†

By the Lords Justices General and General Governors
of Ireland.

Leinster.

Edward Sullivan, M.R.

We, the Lords Justices General and General Governors of
Ireland, in pursuance of the powers conferred on us by the
General Prisons (Ireland) Act, 1877, and of every other power
enabling us in this behalf, do hereby order and direct that
from and after the 15th day of July, 1881, and until such time
as we shall otherwise direct, the present prison at Nenagh, in

* But *see* Order of August 19, 1897, printed at p. 128 below.

† But *see* Orders of November 29, 1883, printed at p. 84 below, and July
20, 1886, printed at p. 106 below.

the county of Tipperary, shall be closed as a place of confinement for females, and shall be a legal place of confinement for males only, and not for females; and that all females who shall on the 15th day of July, 1881, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the female prison at Limerick, in the county of Limerick, which shall, from and after the said day, and until such time as we shall otherwise direct, be a legal place of confinement for the aforesaid females.

Given at Her Majesty's Castle of Dublin, this 2nd of July, 1881.

By their Excellencies' Command,

T. H. Burke.

ORDER OF THE LORD LIEUTENANT, DATED NOVEMBER 21, 1881, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM THE COOTEHILL PETTY SESSIONS DISTRICT.*

By the Lord Lieutenant General and General Governor of Ireland.

Cowper.

We, Francis Thomas de Grey, Earl Cowper, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 29th day of November, 1881, all male persons sentenced for a term of imprisonment exceeding seven days in the petty sessions district of Cootehill, in the county of Cavan, by justices of the peace, whether sitting in petty sessions or otherwise, and all persons committed to take their trial at quarter sessions or assizes in the said petty sessions district, or by coroners, shall be committed to and imprisoned in the prison at Dundalk, in the county of Louth, in place of in the prison at Armagh, and that the said prison at Dundalk shall be a legal place of confinement for male prisoners so committed.

Given at Her Majesty's Castle of Dublin, this 21st day of November, 1881.

By his Excellency's Command,

T. H. Burke.

* But see Orders of March 6, 1884, printed at p. 88 below, and September 27, 1884, printed at p. 90 below.

ORDER OF THE LORD LIEUTENANT, DATED FEBRUARY 9, 1882,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE DOWRA PETTY SESSIONS DISTRICT.*

By the Lord Lieutenant General and General Governor
of Ireland.

Cowper.

We, Francis Thomas de Grey, Earl Cowper, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act 1877, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 11th day of February, 1882, all male persons sentenced for a term of imprisonment exceeding seven days in the petty sessions district of Dowra, in the counties of Leitrim and Cavan, by justices of the peace, whether sitting in petty sessions or otherwise, and all male persons committed to take their trial at quarter sessions or assizes in the said petty sessions district by such justices as aforesaid or by coroners, shall be committed to and imprisoned in the prison at Omagh, in the county of Tyrone, and that all female persons sentenced in the same petty sessions district by the justices, whether sitting in petty sessions or otherwise, for a term of imprisonment exceeding seven days, or committed in the said district to take their trial at quarter sessions or assizes as aforesaid, shall be committed to and imprisoned in the prison at Londonderry; and the said prisons shall be, respectively, legal places of confinement for such male and female prisoners as aforesaid.

And we do further order and direct that from and after the said 11th day of February, 1882, all persons sentenced for a term of imprisonment not exceeding seven days in the said petty sessions district of Dowra, by justices of the peace, whether sitting in petty sessions or otherwise, shall be committed to and imprisoned in the prison at Carrick-on-Shannon, in the county of Leitrim, which shall from and after the date aforesaid be a legal place of confinement for all prisoners so sentenced.

Given at Her Majesty's Castle at Dublin, this 9th day of
February, 1882.

By His Excellency's Command,

T. H. Burke.

* But see Orders of March 6, 1884, printed at p. 88 below; June 11, 1886, printed at p. 100 below; July 20, 1886, printed at p. 108 below; and November 26, 1901, printed at p. 130 below.

ORDER OF THE LORD LIEUTENANT, DATED SEPTEMBER 19, 1882, APPOINTING THE FEMALE PRISON AT MARYBOROUGH AS A LEGAL PLACE OF CONFINEMENT FOR MALES ONLY, AND SUBSTITUTING OTHER PRISONS IN RESPECT OF FEMALE PRISONERS.*

By the Lord Lieutenant General and General Governor of Ireland.

Spencer.

We, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 2nd day of October, 1882, and until such time as we shall otherwise direct, the present female prison at Maryborough, in the Queen's County, shall be closed as a place of confinement for females, and shall be a legal place of confinement for males only, and that all females who shall on the 2nd day of October, 1882, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the respective female prisons as in the schedule to this Order set forth.

Given at Her Majesty's Castle of Dublin, this 19th day of September, 1882.

By His Excellency's Command,

R. G. C. Hamilton.

Schedule above referred to, containing a list of the several Assizes, Quarter Sessions, and Petty Sessions Districts; the Female Prisoners sentenced or committed at which are to be removed or committed to the Female Prisons hereinafter mentioned, in place of to the Female Prison at Maryborough.

Females for trial or convicted at Assizes or Quarter Sessions at Maryborough to be committed to Tullamore Prison.

Females for trial or convicted at the Quarter Sessions at Abbeyleix and Carlow-Graigue to be committed to Kilkenny Prison.

Females committed from the Petty Sessions districts of—

Abbeyleix	-	-	-	-	-	} To Kilkenny Prison.
Ballacolla	-	-	-	-	-	
Ballickmoyer	-	-	-	-	-	
Durrow	-	-	-	-	-	
Rathdowney	-	-	-	-	-	
Ballylinan	-	-	-	-	-	} To Naas Prison.
Stradbally	-	-	-	-	-	
Ballybrittas	-	-	-	-	-	
Borris-in-Ossory	-	-	-	-	-	} To Tullamore Prison.
Castletown and Coolrain	-	-	-	-	-	
Clonsalee	-	-	-	-	-	
Maryborough	-	-	-	-	-	
Mountmellick	-	-	-	-	-	
Mountrath	-	-	-	-	-	
Portarlinton	-	-	-	-	-	
Timahoe	-	-	-	-	-	

* But see Orders of April 27, 1883, printed at page 82 below, and January 19, 1886, printed at page 97 below.

ORDER OF THE LORD LIEUTENANT, DATED DECEMBER 18, 1882, APPOINTING THE PRISON AT DROGHEDA AS A LEGAL PLACE OF CONFINEMENT FOR MALE PRISONERS ONLY, AND SUBSTITUTING OTHER PRISONS IN RESPECT OF FEMALE PRISONERS.*

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas * * * [*Here follows the recital to the Order of June 18, 1878, printed at p. 63 above.*]

And whereas it has seemed right to us, for the purpose of promoting a better system of prison discipline, and of effecting greater economy in, and at the same time preserving the due efficiency of, public service, to close part of the prison hereinafter mentioned :

And whereas the Lord Lieutenant of Ireland did, by Order bearing date the 17th day of January, 1880,† direct that from and after the 1st day of April, 1880, the present prison of and for the county of Louth should be a legal place of confinement for males committed from the said county of Louth, or from the county of the town of Drogheda, and not for females ; and that all females who should on the 1st day of April, 1880, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, should be removed or committed to the present prison of the town of Drogheda, which should from and after the said day be a legal place of confinement for the aforesaid females :

And whereas the Lord Lieutenant did, by the said Order of the 17th day of January, 1880,† further direct that from and after the said 1st day of April, 1880, the present prison of and for the county of the town of Drogheda should be a legal place of confinement for females committed from the said county of the town of Drogheda, or from the county of Louth or the county of Meath, and not for males ; and that all males who should on the 1st day of April, 1880, be confined in the said last-named prison, or who, but for this Order, would have been confined therein after the said day, should be removed or committed to the present prison of and for the county of Louth, which should, from and after the said day, be a legal place of confinement for the aforesaid males :

Now we, John Poyntz, Earl Spencer, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act and of every other power enabling us in this behalf, do hereby order and direct that, from and after the 30th day of December, 1882, the aforesaid Order, dated the 17th day of January, 1880,† shall stand

* But see Orders of March 6, 1888, printed at page 115 below ; August 17, 1888, printed at page 116 below ; August 19, 1897, printed at page 128 below ; and November 26, 1901, printed at page 130 below.

† Printed at page 68 above.

and be revoked to the extent hereinafter appearing, and that from and after the said 30th day of December, 1882, the prison at Drogheda shall be closed, save to the extent hereinafter specified.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 30th day of December, 1882, all male prisoners from the county of the town of Drogheda, committed on remand, or for terms not exceeding seven days, shall be committed to the prison of Drogheda, and such prison shall be a legal place of confinement for prisoners so committed.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 30th day of December, 1882, all female prisoners committed for trial, or under sentences for terms exceeding seven days, from the county of the town of Drogheda, and from the county Louth, and from the petty sessions districts of Bailieboro', Shercock, and Mullagh, in the county Cavan, and from the petty sessions districts of Drumconrath, Slane, Duleek, and Julians-town, in the county of Meath, shall be committed to and imprisoned in Grangegorman prison, and such prison shall be a legal place of confinement for prisoners so sentenced and committed.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 30th day of December, 1882, all female prisoners committed or for trial at Castleblayney Quarter Sessions, or committed for trial, or under sentence for terms exceeding seven days, from the petty sessions districts of Castleblayney, Ballybay, Carrickmacross, Rockcorry, and Newbliss, in the county Monaghan, shall be committed to Armagh prison, and such prison shall be a legal place of confinement for prisoners so committed,

Given at Her Majesty's Castle of Dublin, this 18th day of December, 1882.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED MARCH 17, 1883,
AS TO PRISONS TO WHICH FEMALE PRISONERS MAY BE
COMMITTED FROM THE CASTLEBLAYNEY AND CARRICK-
MACROSS PETTY SESSIONS DISTRICTS.

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas * * * [*Here follows the recital to the Order of May 16, 1879, printed at p. 65 above.*]

And whereas, under the powers above referred to, we, by Order bearing date the 18th day of December, 1882,* did, amongst other things, direct that from and after the 30th day of December, 1882, female prisoners committed by a magistrate or magistrates from the petty sessions districts of Castleblayney and Carrickmacross, county of Monaghan, sentenced to terms of imprisonment for periods exceeding seven days, shall be committed to the gaol at Armagh. We do hereby further order and direct that from and after the 31st day of March, 1883, females committed by a magistrate or magistrates from the above-named petty sessions districts, in the county of Monaghan, on remand for terms exceeding seven days, shall be committed to the gaol at Armagh, and that prisoners of that sex committed for terms of seven days and under, whether under sentence, remand, or otherwise, shall be committed to the prison at Drogheda, notwithstanding any order to the contrary.

Given at Her Majesty's Castle of Dublin, this 17th day of March, 1883.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED APRIL 27, 1883,
APPOINTING THE PRISON AT GRANGEGORMAN AS A LEGAL
PLACE OF CONFINEMENT FOR FEMALE PRISONERS ONLY,
AND SUBSTITUTING RICHMOND PRISON IN RESPECT OF
MALE PRISONERS.†

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas, by Order in Council of 16th October, 1874, it was directed that adult male prisoners in the county of the city of Dublin, under sentence of imprisonment for terms not exceeding one month, should be committed to Grangegorman prison; and whereas it is found expedient to commit such prisoners in future to Richmond prison:

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,‡ and of every other power enabling us in this behalf, do hereby order and direct that from and after the 18th day of May, 1883, and until such time as we shall otherwise direct, the present male prison at

* Printed at page 78 above.

† But *see* Order of March 6, 1888, printed at page 115 below; and August 19, 1897, printed at page 128 below.

‡ 40 & 41 Vict. c. 49.

Grangegorman shall be closed as a place of confinement for males, and shall be a legal place of confinement for females only, and that all males who shall, on the 18th day of May, 1883, be confined in the said prison, or who, but for this Order, would have been confined therein, shall be removed and committed respectively to Mountjoy prison.

Given at Her Majesty's Castle of Dublin, this 27th day of April, 1883.

By His Excellency's Command,
R. H. G. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED APRIL 27, 1883,
APPOINTING MOUNTJOY PRISON AS A LEGAL PLACE OF
CONFINEMENT FOR MALE CONVICTS ONLY, AND THE PRISON
OF GRANGEGORMAN AS A LEGAL PLACE OF CONFINEMENT
FOR FEMALE CONVICTS.*

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas, in pursuance of the powers vested in the Lord Lieutenant of Ireland by an Act passed in the 17th and 18th years of the reign of her present Majesty, entitled, An Act for the Formation, Regulation, and Government of Convict Prisons in Ireland,† the Lord Lieutenant did, by Order bearing date the 2nd day of September, 1858, set apart the female convict prison at Mountjoy, in the county of the city of Dublin, to be a convict prison for the confinement of females under sentence or order of transportation or penal servitude:

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the said recited Act, and also by the General Prisons (Ireland) Act, 1877,‡ and of every other power enabling us in this behalf, do hereby order and direct that from and after the 8th day of June, 1883, the female prison at Mountjoy, now occupied by females, shall be closed as a female prison, and that all prisoners of that sex who shall, on the 8th day of June, 1883, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed to and confined in the prison at Grangegorman, in the county of the city of Dublin.

We do hereby further order and direct that from and after the 8th day of June, 1883, the male and female prisons at Mountjoy, now respectively occupied by male and female

* By Order of March 6, 1888, printed at page 115 below, the restrictions on classes of prisoners to be confined in Mountjoy prison was removed; and see Order of August 19, 1897, printed at page 128 below.

† The Convict Prisons (Ireland) Act, 1854 (17 & 18 Vict. c. 76).

‡ 40 & 41 Vict. c. 49.

convicts and local prisoners, shall be a legal place of confinement for male convicts only under sentence or order of transportation or penal servitude, and that the prison at Grangegorman, now occupied by male and female local prisoners, shall cease to be a place of confinement for males, and shall be established as a legal place of confinement for female convicts under sentence or order of transportation or penal servitude, as well as for such females as, under existing Orders, are committed thereto.

Given at Her Majesty's Castle of Dublin, this 27th day of April, 1883.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED APRIL 27, 1883, APPOINTING THE PRISON AT KILKENNY AS A LEGAL PLACE OF CONFINEMENT FOR MALE PRISONERS ONLY, AND SUBSTITUTING OTHER PRISONS IN RESPECT OF FEMALE PRISONERS.*

By the Lord Lieutenant General and General Governor of Ireland.

Spencer.

We the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1887,† and of every other power enabling us in this behalf, do hereby order and direct that from and after the 8th day of May, 1883, and until such time as we shall otherwise direct, the present female prison at Kilkenny, in the county of Kilkenny, shall be closed as a place of confinement for females, and shall be a legal place of confinement for males only, and that all females who shall, on the 8th day of May, 1883, be confined in the said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the respective female prisons as in the schedule to this Order set forth.

Given at Her Majesty's Castle of Dublin, this 27th day of April, 1883.

By His Excellency's Command,

R. G. C. Hamilton.

* But *see* Orders of June 11, 1886, printed at page 100 below, and of July 20, 1886, printed at page 112 below.

† 40 & 41 Vict. c. 49.

Schedule referred to in above Order of Lord Lieutenant, showing the prisons to which the female prisoners mentioned therein are to be removed or committed.

				Prison to which to be sent.
Females for trial or committed from Assizes for county and city of Kilkenny.				Waterford.
Do.	do.	Assizes for county Carlow		do.
Do.	do.	Quarter Sessions for county and city of Kilkenny.		do.
Do.	do.	Carlow Quarter Sessions for county Carlow.		do.
Do.	do.	Carlow-Graigue Quarter Sessions for Queen's County.		do.
Do.	do.	Abbeyleix Quarter Sessions for Queen's County.		Tullamore.
All females committed by a magistrate or magistrates at petty sessions or otherwise from petty sessions districts of—				
Abbeyleix,	}	Queen's County	- - - -	Waterford.
Ballacolla,				
Ballickmoyler				
Durrow,				
Rathdowney,		do.	- - - -	Tullamore.
Ballyragget,		county Kilkenny	- - - -	do.
Castlecomer,		do.	- - - -	do.
Freshford,		do.	- - - -	do.
Johnstown,		do.	- - - -	do.
Kilkenny city,		city of Kilkenny	- - - -	Waterford.
Callan,		county Kilkenny	- - - -	do.
Goresbridge,		do.	- - - -	do.
Gowran,		do.	- - - -	do.
Graces, Old Castle,		city of Kilkenny	- - - -	do.
Graigue,		county Kilkenny	- - - -	do.
Kilmanagh,		do.	- - - -	do.
Kilmacow,		do.	- - - -	do.
Kilmoganny,		do.	- - - -	do.
Piltown,		do.	- - - -	do.
Rosbercon,		do.	- - - -	do.
Stoneyford,		do.	- - - -	do.
Thomastown,		do.	- - - -	do.
Females sentenced by a magistrate or magistrates at petty sessions or otherwise to terms of imprisonment exceeding seven days from petty sessions districts of—				
Bagnalstown,	}			do.
Borris,				do.
Carlow,		county Carlow	- - - -	do.
Tullow,				do.
Myshall,			- - - -	Wexford.

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 17, 1883,
AS TO PRISONS TO WHICH MALE PRISONERS MAY BE
COMMITTED FROM THE CITY OF DUBLIN.

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas * * * [*Here follows the recital to the Order of June 18, 1878, printed at p. 63 above.*]

Now we, John Poyntz, Earl Spencer, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 1st day of September, 1883, the prison at Richmond to which male prisoners committed from the city of Dublin, by a magistrate or magistrates, or by a coroner, on remand for further examination, or for trial at the Dublin Commission Court, or at quarter sessions for the city of Dublin, are at present committed, shall be closed as a place of confinement for prisoners so committed during the period of such committal and remand, and in lieu thereof such prisoners (including those heretofore committed on remand or for trial as aforesaid) shall be committed for safe custody to the prison at Kilmainham, any order or practice to the contrary notwithstanding.

Given at Her Majesty's Castle of Dublin, this 17th day of August, 1883.

By His Excellency's Command,

W. S. B. Kaye.

ORDER OF THE LORD LIEUTENANT, DATED NOVEMBER 29, 1883, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM THE NORTH RIDING AND FROM CAPPWHITE PETTY SESSIONS DISTRICT IN THE SOUTH RIDING OF THE COUNTY OF TIPPERARY.*

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas, by an Order of their Excellencies the Lords Justices, of the 2nd day of July, 1881,† it was directed that the prison at Nenagh, in the county of Tipperary, should, from and after the 15th day of July, 1881, be closed as a place of confinement for females, and be a legal place of confinement for males only, and that the females hitherto committed to Nenagh prison should be committed to the female prison at Limerick :

* But see Orders of July 20, 1886, printed at pages 105, 106 below. This last Order was revoked as to Cappawhite by Order of the Lord Lieutenant, of February 18, 1896, printed at p. 125 below and re-enacted thereby.

† Printed at page 74 above.

Now we, the Lord Lieutenant General and General Governor of Ireland, by the powers vested in us by the General Prisons (Ireland) Act, 1877,* direct that this Order shall be varied to the following extent:—That from and after the 31st December, 1883, the prison at Nenagh shall be a legal place of detention for male and female prisoners committed by a magistrate or magistrates; whether at petty sessions or otherwise, from the several petty sessions districts of the North Riding of Tipperary, and Cappawhite in the South Riding of Tipperary, under sentence for terms not exceeding seven days, or on remand for further examination for terms not exceeding eight days.

We further direct that from and after the date above referred to, viz., 31st December, 1883, male prisoners committed for trial at or committed from the assizes for the North Riding of Tipperary at Nenagh, or for trial at or committed from the quarter sessions in that town, shall be detained in the prison for males at Limerick; the females committed under similar circumstances to be committed to the prison for females at Limerick as at present; and that all prisoners, male or female, for trial at or committed from the quarter sessions at Thurles shall be detained in Clonmel prison.

We also direct that from and after the 31st December, 1883, all prisoners sentenced by a magistrate or magistrates, whether at petty sessions or otherwise, to terms of imprisonment exceeding seven days, or on remand for further examination for terms exceeding eight days from the several petty sessions districts in the North Riding of the county of Tipperary, and Cappawhite in the South Riding of Tipperary, shall be committed to the prisons named in the following schedule.

Given at Her Majesty's Castle of Dublin, this 29th day of November, 1883.

By His Excellency's Command,

W. S. B. Kaye.

Schedule.

Petty Sessions.	Prison to which Committals are to be made.
Lorrha, Borrisokane, Cloughjordan, Newport, Nenagh, Cappawhite, Moneygall (part of, in county Tipperary), Killaloe (part of, in county Tipperary). Roscrea, Templemore, Borrisoleigh, Thurles.	Males to Limerick Male Prison, and females to Limerick Female Prison. Males and females to Clonmel Prison.

* 40 & 41 Vict. c. 49.

ORDER OF THE LORD LIEUTENANT, DATED NOVEMBER 30, 1883, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM ARDNAREE, DROMORE WEST, EASKEY, AND ENNISCRONE PETTY SESSIONS DISTRICTS.*

By the Lord Lieutenant General and General Governor of Ireland.

Spencer.

We, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and of every other power enabling us in this behalf, do hereby order and direct that from and after the 6th day of December next, and until such time as we shall otherwise direct, all persons convicted of drunkenness by a magistrate or magistrates at petty sessions or otherwise, and sentenced to terms of imprisonment for 48 hours and under, from the petty sessions district of Ardnaree, Dromore West, Easkey, and Enniscrone, in the county of Sligo, shall be committed to the ordinary bridewell at Ballina, in the county of Mayo.

We do hereby further order and direct that from and after the 1st day of December next all persons committed on remand for further inquiry by one magistrate for terms not exceeding three days, and by more than one magistrate for terms not exceeding eight days from the aforesaid petty sessions districts, shall also be sent to the ordinary bridewell at Ballina, in the county of Mayo.

Given at Her Majesty's Castle of Dublin, this 30th day of November, 1883.

W. S. B. Kaye.

ORDER OF THE LORD LIEUTENANT, DATED FEBRUARY 15, 1884, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM CERTAIN PETTY SESSIONS DISTRICTS IN THE COUNTY OF DOWN.‡

By the Lord Lieutenant General and General Governor of Ireland.

Spencer.

Whereas by an Order of the Lord Lieutenant, bearing date the 6th day of December, 1879,§ it was directed that the prison in the town of Belfast and county of Antrim should be a prison to which prisoners committed by a magistrate or magistrates in petty sessions or otherwise, in the Bangor, Holywood,

* But see Order of April 14, 1887, printed at p. 114 below.

† 40 & 41 Vict. c. 49.

‡ By Order of the Lord Lieutenant of March 20, 1893, printed at p. 121 below, Dundalk was substituted for Armagh for male prisoners from Newry quarter sessions and Kilkeel and Rathfriland petty sessions districts.

§ Printed at page 68 above.

Newtownbreda, Dromore, Moira, Hillsborough, or Banbridge petty sessions districts, in the county of Down, may be committed for trial, safe custody, or otherwise; and by another Order of the Lord Lieutenant of the above-mentioned date* it was directed that the prison situate in the town of Armagh, and county of Armagh, should be a prison to which prisoners committed by a magistrate or magistrates in petty sessions or otherwise, in the Newry, Warrenpoint, or Gilford petty sessions districts, in the county of Down, or so much of the Lurgan petty sessions district as is included within the said county, may be committed for trial, safe custody, or otherwise.

Now we, John Poyntz, Earl Spencer, Lord Lieutenant General and General Governor of Ireland, by the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and of every other power enabling us in this behalf, do hereby further order and direct that from and after the 31st day of March, 1884, the following classes of prisoners now committed to the prison in the town of Downpatrick, in the county of Down, shall be committed to the prisons named in the attached schedule, any order or usage to the contrary notwithstanding.

Given at Her Majesty's Castle of Dublin, this 15th day of February, 1884.

By His Excellency's Command,
R. G. C. Hamilton.

Schedule.

Classes of Prisoners.		Prisons to which Committals are to be made.
Prisoners for trial at or committed from assizes at Downpatrick -	Belfast.	do.
Do. do. quarter sessions at Downpatrick.	do.	
Do. do. quarter sessions at Newry -	Armagh.	
PETTY SESSIONS DISTRICTS—		
Persons committed by a magistrate or magistrates, whether sitting in petty sessions or otherwise, under sentences for terms exceeding seven days, or on remand for further examination for terms exceeding eight days from - - -	Ardglass or Killough	Belfast.
	Ballynahinch	
	Castlewellsan	
	Donaghadee	
	Downpatrick	
	Dromara	
	Floriday Manor, Killinchy	
	Grey Abbey	
	Killyleagh	
	Newtownards	
	Portaferry	
	Saintfield	Armagh.
	Seaford	
	Kilkeel	
	Rathfriland	

* Printed at p. 67 above.

† 40 & 41 Vict. c. 49.

ORDER OF THE LORD LIEUTENANT, DATED MARCH 6, 1884,
AS TO THE PRISON TO WHICH PRISONERS COMMITTED FOR
TRIAL MAY BE COMMITTED FROM CERTAIN COUNTIES.*

By the Lord Lieutenant General and General Governor
of Ireland.

Spencer.

Whereas by an Order of the Lord Lieutenant, dated 6th April, 1880,† it was, amongst other things, directed that from and after the 15th day of April, 1880, all persons sentenced or committed, by order of the Court, at the assizes held in and for the several counties mentioned in the first schedule thereto, should be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and that such prisons should be respectively legal places of confinement for prisoners so sentenced and committed :

And it was also directed that from and after the 15th day of April, 1880, all persons sentenced or committed by order of the Court at the quarter sessions held in and for the several counties and divisions thereof, respectively, in the second schedule thereto, should be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and such prisons should be respectively legal places of confinement for prisoners so sentenced and committed :

Now we, John Poyntz, Earl Spencer, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers vested in us by the General Prisons (Ireland) Act, 1877,‡ and of every other power enabling us in this behalf, do hereby further order and direct that from and after the 18th day of March, 1884, all persons committed to *take their trial* at assizes or quarter sessions in the counties or divisions of counties thereof respectively in the Schedules 1 and 2 hereto attached, by justices of the peace, whether sitting in petty sessions or otherwise, or by coroners, shall be committed to and imprisoned in the prisons in the said schedules in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so committed, pending their trial.

Given at Her Majesty's Castle of Dublin, this 6th day of
March, 1884.

By His Excellency's Command,

R. G. C. Hamilton.

* But see Orders of January 19, 1886, printed at p. 94 below ; July 20, 1886, printed at p. 106 below ; January 2, 1897, printed at p. 127 below ; August 19, 1897, printed at p. 128 below ; and November 16, 1901, printed at p. 130 below.

† Printed at p. 69 above.

‡ 40 & 41 Vict. c. 49.

Appointment of Prisons.

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I. Schedule referred to in foregoing Order.

Persons committed for Trial at Assizes for the County of	Prison to Commit to.
Carlow - - - - -	Males to Kilkenny.
Ditto - - - - -	Females to Waterford.
Cavan - - - - -	Mullingar.
Clare - - - - -	Males to Limerick Male Prison.
Ditto - - - - -	Females to Limerick Female Prison.
Donegal - - - - -	Londonderry.
Fermanagh - - - - -	Omagh.
Leitrim - - - - -	Sligo.
Longford - - - - -	Mullingar.
Meath - - - - -	Males to Kilmainham (Dublin).
Ditto - - - - -	Females to Grangegorman (Dublin).
Monaghan - - - - -	Armagh.
Roscommon - - - - -	Mullingar.
Wicklow - - - - -	Wexford.

II. Schedule referred to in foregoing Order.

Persons Committed for Trial at Quarter Sessions for the following Counties or Divisions thereof.	Prison to Commit to.
Carlow :	
Division of Carlow - - - - -	Males to Kilkenny.
Ditto - - - - -	Females to Waterford.
Cavan :	
Division of Cavan - - - - -	Mullingar.
Clare :	
Division of Ennis - - - - -	Males to Limerick Male Prison.
Ditto - - - - -	Females to Limerick Female Prison.
Division of Kilrush - - - - -	Males to Limerick Male Prison.
Ditto - - - - -	Females to Limerick Female Prison.
Donegal :	
Division of Donegal - - - - -	Londonderry.
Division of Letterkenny - - - - -	Ditto.
Division of Lifford - - - - -	Ditto.
Fermanagh :	
Division of Newtownbutler - - - - -	Armagh.
Division of Enniskillen - - - - -	Omagh.
Leitrim :	
Division of Carrick-on-Shannon - - - - -	Sligo.
Division of Manorhamilton - - - - -	Sligo.
Longford :	
Division of Longford - - - - -	Mullingar.
Meath :	
Division of Trim - - - - -	Males to Kilmainham (Dublin).
Ditto - - - - -	Females to Grangegorman (Dublin).
Monaghan :	
Division of Monaghan - - - - -	Armagh.
Division of Castleblayney - - - - -	Males to Dundalk.
Ditto - - - - -	Females to Armagh.
Roscommon :	
Division of Roscommon - - - - -	Mullingar.
Division of Boyle - - - - -	Sligo.
Wicklow :	
Division of Baltinglass - - - - -	Naas.
Division of Wicklow - - - - -	Males to Kilmainham (Dublin).
Ditto - - - - -	Females to Grangegorman (Dublin).

ORDER OF THE LORD LIEUTENANT, DATED SEPTEMBER 27, 1884, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM BALLYFARNON, BOYLE, COOTEHALL, CROGHAN, AND KEADUE PETTY SESSIONS DISTRICTS.*

By the Lord Lieutenant General and General Governor of Ireland.

Spencer.

Whereas * * * [*Here follows the recital to the Order of May 16, 1879, printed at page 65 above.*]

And whereas, under the powers above referred to, we, by Order, bearing date the 6th day of April, 1880,† did, amongst other things, direct that, from and after the 15th day of April, 1880, all persons sentenced by magistrates, at petty sessions or otherwise, to terms of imprisonment of seven days and under, or committed on remand, or for further examination from the several petty sessions districts of the county of Roscommon should be committed to the prison at Roscommon :

We do hereby further order and direct that from and after the 13th day of October, 1884, the aforesaid Order of the 6th day of April, 1880,† shall be varied to the following extent, namely :—That all prisoners of the classes above mentioned from the petty sessions districts of Ballyfarnon, Boyle, Cootehall, Croghan, and Keadue, in the county of Roscommon, shall be committed to the prison at Carrick-on-Shannon, in the county of Leitrim, in place of the prison at Roscommon, and that the said prison at Carrick-on-Shannon shall be a legal place of confinement for all such prisoners so committed.

Given at Her Majesty's Castle of Dublin, this 27th day of September, 1884.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED JULY 15, 1885, CLOSING THE PRISON AT MARYBOROUGH AS A LEGAL PLACE OF CONFINEMENT OF LOCAL PRISONERS AND APPOINTING OTHER PRISONS IN SUBSTITUTION.

By the Lord Lieutenant General and General Governor of Ireland.

Carnarvon.

Whereas by an Order dated the 19th day of September, 1882, the Lord Lieutenant did direct that from and after the 2nd day of October, 1882, the prison at Maryborough should be closed as a place of confinement for females, and that all females confined in the said prison on the 2nd day of October, 1882, or who but for the said Order would have been confined therein after said date, should be removed or com-

* But see Order of November 26, 1901, printed at p. 130 below.

† Printed at p. 69 above.

mitted to the prisons specified in a schedule attached to the Order referred to.

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby further order and direct that from and after the 31st day of July, 1885, the prison at Maryborough shall also cease to be a place of detention for male local prisoners, and that all such prisoners who shall on the 31st day of July, 1885, be confined in said prison, or who, but for this Order, would have been confined therein after the said day, shall be removed or committed to the respective prisons as in the schedule to this Order set forth.

As by this Order the only prison in the Queen's County shall be wholly closed as regards the commitment thereto of local prisoners of either sex, from said county or otherwise, we hereby set forth the following as the special reasons which actuate us in making this Order, viz. :—

1. The very small numbers of male local prisoners which, for some time past, have been committed to Maryborough Prison for the several districts in the Queen's County.

2. The necessity which at present exists for providing additional accommodation for the invalid class of male convicts.

Given at Her Majesty's Castle of Dublin, this 15th day of July, 1885.

By His Excellency's Command,
R. G. C. Hamilton.

Schedule above referred to, containing a List of the several Assizes, Quarter-Sessions, and Petty Sessions Districts, the Male Prisoners sentenced or committed at which are to be removed or committed to the Prisons herein-after mentioned, in place of to the Prison at Maryboro'.

Males for trial or convicted at assizes or quarter sessions at Maryboro' to be committed to Kilkenny Prison.

Males for trial or convicted at quarter sessions at Abbeyleix and Carlow-Graigue to be committed to Kilkenny Prison.

Males committed from the petty sessions districts of :—

Abbeyleix,	}	To Kilkenny Prison.
Ballickmoyler,		
Ballylinan,		
Durrow,		
Timahoe,		
Mountrath,		
Castletown and Coolrain,		
Borris-in-Ossory,		
Ballincolla,		
Stradbally,		
Clonaslee,	}	To Tullamore Prison.
Maryborough,		
Mountmellick,		
Portarlington,		
Rathdowney,		
Ballybrittas,		

* 40 & 41 Vict. c. 49.

**ORDER OF THE LORD LIEUTENANT, DATED AUGUST 24, 1885,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE THURLES PETTY SESSIONS DISTRICT.***

By the Lord Lieutenant General and General Governor
of Ireland.

Carnarvon.

Whereas by an Order of the Lord Lieutenant of the 29th November, 1883,† it was amongst other things directed that from and after the 31st December, 1883, the prison at Nenagh shall be a legal place of detention for male and female prisoners committed by a magistrate or magistrates, whether at petty sessions or otherwise, from the several petty sessions districts of the North Riding of Tipperary and Cappawhite in the South Riding of Tipperary, under sentence for terms not exceeding seven days, or on remand for further examination for terms not exceeding eight days :

Now we, Henry Howard Molyneux, Earl of Carnarvon, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers vested in us by the General Prisons (Ireland) Act, 1877,‡ do hereby direct that, from and after the 31st August, 1885, this Order shall be varied to the following extent:—That all prisoners committed by a magistrate or magistrates from the petty sessions district of Thurles, in the North Riding of county Tipperary, under sentence for terms not exceeding seven days, or on remand for further examination for terms not exceeding eight days, shall be detained in the prison at Clonmel.

Given at Her Majesty's Castle of Dublin, this 24th day of August, 1885.

By His Excellency's Command,

R. G. C. Hamilton.

**ORDER OF THE LORD LIEUTENANT, DATED JANUARY 19, 1886,
APPOINTING DOWNPATRICK PRISON AS A LEGAL PLACE
OF CONFINEMENT FOR CONVICTS ONLY, AND SUBSTITUTING
OTHER PRISONS IN RESPECT OF LOCAL PRISONERS.§**

By the Lord Lieutenant General, and General Governor
of Ireland.

Carnarvon.

Whereas by the General Prisons (Ireland) Act, 1877,‡ it is provided that from and after the 1st day of April, 1878, the

* But *see* Order of July 20, 1886, printed at page 106 below.

† Printed at page 84 above.

‡ 40 & 41 Vict. c. 49.

§ By order of the Lord Lieutenant, dated March 20, 1893 (printed at p. 121 below), Dundalk was substituted for Armagh for male prisoners from Kilkeel and Rathfriland petty sessions districts, and by order of the Lord Lieutenant of March 9, 1894, Downpatrick prison was closed as a prison for custody of convicts.

Lord Lieutenant may by Order, from time to time, close any prison or prisons, or may direct that any prison shall be a legal place of confinement only for certain classes of prisoners specified in such Order, and that any part of the same shall be closed; provided that in every county there remains one prison unless the Lord Lieutenant otherwise order for special reasons to be stated in his Order. And whereas by an Order of the Lord Lieutenant, dated the 15th February, 1884,* it was directed that certain classes of prisoners who had theretofore been committed to the prison at Downpatrick, in the county of Down, should, from and after the 31st day of March, 1884, be committed to the prisons at Armagh and Belfast respectively as specified in a schedule appended to the said Order. And whereas it is expedient that the said prison at Downpatrick shall be wholly closed as a prison for the custody of all prisoners of every class, save and except prisoners under sentence, or order of transportation, or of penal servitude. And whereas the special reasons for wholly closing the said prison, being the only prison in the county Down, in manner aforesaid, are, and the same are hereby declared pursuant to the hereinbefore recited provisions of the said Act, to be as follows:—

1. The very small number of local prisoners of either sex which for some time past have been committed to Downpatrick prison.
2. The necessity which at present exists for providing additional accommodation for male convicts in Downpatrick prison.

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and of every other power enabling us in this behalf, do hereby further order and direct that from and after the 31st day of January, 1886, the prison at Downpatrick shall be wholly closed as a prison for the custody of all prisoners of every class, save and except prisoners under sentence or order of transportation, or of penal servitude, and that all such prisoners who shall, on the 31st day of January, 1886, be confined in said prison, or who, but for this Order, would have been confined therein after said day, shall be removed or committed to the respective prisons, as in the schedule to this Order set forth.

Given at Her Majesty's Castle of Dublin, this 19th day of January, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

* Printed at page 86 above.

† 40 & 41 Vict. c. 49.

Schedule.

All persons sentenced by magistrates, whether sitting at petty sessions, or otherwise, to terms of imprisonment not exceeding seven days, or committed on remand, or for further examination from petty sessions districts of:—

Ardglass or Killough,	} To Belfast Prison.
Ballynahinch,	
Castlewellan,	
Donaghadee,	
Downpatrick,	
Dromara,	
Florida Manor, Killinchy,	
Grey-Abbey,	
Killyleagh,	
Newtonards,	
Portaferry,	
Saintfield,	
Seaford,	} To Armagh Prison.
Kilkeel,	
Rathfriland.	

ORDER OF THE LORD LIEUTENANT, DATED JANUARY 19, 1886,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTIES OF CAVAN, LEITRIM, LONGFORD,
MEATH, ROSCOMMON, AND WESTMEATH.*

By the Lord Lieutenant General and General Governor
of Ireland.

Carnarvon.

Whereas . . . [*Here follows the recital to the Order of June 18, 1878; printed at page 63 above.*]

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of January, 1886, the prison at Mullingar shall be closed, save to the extent herein-after specified.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st day of January, 1886:—

- (a) All persons committed for trial at or sentenced or committed by order of the court at the assizes, held in or for the several counties mentioned in the first schedule hereto, who, but for this Order, would have been confined to the said prison at Mullingar, shall be respectively committed to and confined in, or removed to the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for such prisoners.
- (b) All persons committed for trial at or sentenced or committed by order of the court at the quarter sessions held in and for the several counties and divisions thereof respectively, in the second schedule

* But see Order of August 19, 1897, printed at p. 128 below.

hereto, who, but for this Order, would have been confined in the said prison at Mullingar, shall be respectively committed to and confined in or removed to the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for such prisoners.

- (c) All persons sentenced for a term of imprisonment exceeding seven days, or remanded for a period exceeding eight days, by justices of the peace, whether sitting at petty sessions or otherwise in the several petty sessions districts mentioned in the third schedule hereto, who, but for this Order, would have been confined in the said prison at Mullingar, shall be respectively committed to and confined in or removed to the prisons in the said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so committed.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st of January, 1886, a sufficient portion of the said prison of Mullingar shall be, and may be used as a legal place of confinement for all such prisoners as might before the making of this Order have been legally committed thereto, and confined therein, and in respect of whose committal and confinement it is not otherwise provided in this Order.

Given at Her Majesty's Castle of Dublin, this 19th day of January, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

First Schedule referred to in foregoing Order.

County.	Where committed.	Prison to commit to.
Cavan - - - -	Assizes - - - -	Armagh,
Longford - - - -	do. - - - -	Sligo.
Roscommon - - - -	do. - - - -	Tullamore.
Westmeath - - - -	do. - - - -	do.

Second Schedule referred to in foregoing Order.

County.	Where committed.	Prison to commit to.
Cavan - - - -	Quarter Sessions :—	
Longford - - - -	Division of Cavan -	Armagh.
Roscommon - - - -	Division of Longford -	Sligo.
Westmeath - - - -	Division of Athlone -	Tullamore.
	Division of Roscommon -	do.
	Division of Mullingar -	do.

Third Schedule referred to in foregoing Order.

County.	Petty Sessions District.	Prison to commit to.
Cavan - - -	Virginia - - -	Dublin : Males—Kilmainham. Females—Grangegorman.
	Ballyjamesduff - - -	
	Mountnugent - - -	
	Cavan - - -	Armagh.
	Ballinagh - - -	
	Kilnaleck - - -	
	Arva - - -	
Leitrim - - -	Killeshandra - - -	Armagh.
	Carrigallen - - -	
	Cloone - - -	
	Mohill - - -	
Longford - - -	Dromod - - -	Sligo.
	Longford - - -	
	Drumlish - - -	Sligo.
	Lanesboro' - - -	
	Newtownforbes - - -	
	Edgeworthstown - - -	
	Keenagh - - -	
	Ballinaloe - - -	
	Ballinamuck - - -	
	Ardagh - - -	
	Ballymahon - - -	Tullamore.
	Granard - - -	Dublin : Males—Kilmainham. Females—Grangegorman.
Meath - - -	Longwood - - -	Dublin : Males—Kilmainham. Females—Grangegorman.
Roscommon - - -	Castlereagh - - -	Castlebar.
	Ballinlough - - -	
	Ballintober - - -	
	Roscommon - - -	Tullamore.
	Lecarrow - - -	
	Coolderry - - -	
	Brideswell - - -	Galway. Sligo. Tullamore.
	Ballyforan - - -	
	Ruskey - - -	
Westmeath - - -	Athlone - - -	Dublin : Males—Kilmainham. Females—Grangegorman.
	Castlepollard - - -	
	Collinstown - - -	
	Rathowen - - -	
	Delvin - - -	
	Clonmellon - - -	
	Killucan - - -	
	Ballymore - - -	
	Ballynacargy - - -	
	Glasson - - -	
	Kilbeggan - - -	
	Knockdrin - - -	
	Moate - - -	
	Mullingar - - -	
	Multifarnham - - -	
	Rochfort - - -	
	Tyrrelspass - - -	

ORDER OF THE LORD LIEUTENANT, DATED JANUARY 19, 1886,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTIES OF KILDARE AND WICKLOW AND
THE QUEEN'S COUNTY.*

By the Lord Lieutenant General and General Governor
of Ireland.

Carnarvon.

Whereas . . . [*Here follows the recital to the Order of June 18, 1878, printed at p. 63 above.*]

And whereas it seems right to us to wholly close the prison at Naas, being now the only prison in the county of Kildare, for the following special reasons which are herein stated, pursuant to the hereinbefore recited provision of the said Act, that is to say :—

1. With the view of effecting greater economy in administration, and of carrying out a scheme for the concentration of prisons.
2. The contiguity of other prisons and the sufficiency of accommodation which exists in them, for the safe custody of the prisoners who have hitherto been committed to Naas prison.

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us, in this behalf, do hereby order and direct that from and after the 31st day of January, 1886, the prison at Naas shall be wholly closed.

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st January, 1886, the prisons mentioned in the schedule hereto shall be respectively legal places of confinement for the several classes of prisoners as described in said schedule, who, on the said 31st day of January, 1886, will be confined in the said prison, or who, but for this Order, would have been committed to or confined in the said prison after the said day, and that from and after the said day the said several classes of prisoners, who, but for this Order, would have been confined in the said Naas prison, shall be removed to, committed to and confined in the prisons in the said schedule in that behalf respectively specified.

Given at Her Majesty's Castle of Dublin, this 19th day of January, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

* But see Orders of August 17, 1888, printed at p. 119 below, January 2, 1897, printed at p. 127 below, and August 19, 1897, printed at p. 128 below.

prisoners who were theretofore committed to and imprisoned in the said prison at Lifford, should, from and after the said 15th day of April, 1880, be committed to and imprisoned in certain prisons therein mentioned.

And whereas it now seems right to us to wholly close the said prison of Lifford, being now the only prison in the county of Donegal, for the following special reasons, which are herein stated, pursuant to the hereinbefore recited provision of the said Act, that is to say:—

1. The very small numbers of prisoners of either sex, which for a considerable time past, have been committed to Lifford prison.
2. The contiguity of other prisons, and the sufficiency of accommodation which exists in them for the safe custody of the prisoners who have hitherto been committed to Lifford prison.

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby further order and direct that from and after the 31st day of February, 1886, the prison at Lifford shall be wholly closed, and that all prisoners who shall, on the 31st day of January, 1886, be confined in said prison, shall be removed to the prison at Londonderry, which shall, from and after the aforesaid date, be the legal place of confinement for the said prisoners, and that all prisoners committed from the petty sessions districts of Ballyshannon and Ballintra, who, but for this Order, would have been committed to and confined in the said prison at Lifford, after the said day, shall be committed to and confined in the prison at Sligo, which shall, from and after the aforesaid date, be the legal place of confinement for such prisoners as last aforesaid, and that all other prisoners, who, but for this Order, would have been committed to, or confined in, the said prison at Lifford, after the said day, shall be committed to and confined in the prison at Londonderry, which shall, from and after the aforesaid date, be the legal place of confinement for such other prisoners.

Provided also that nothing in this Order shall in any way affect the committal of certain classes of prisoners, who, under existing orders, are committed to and confined in the bride-wells at Donegal and Letterkenny.

Provided, further, that this Order shall be read as supplementary to the said Order of the 6th day of April, 1880,† and the said last-mentioned Order, except as hereby altered, shall remain of full force and effect.

Given at Her Majesty's Castle of Dublin, this 19th day of January, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

* 40 & 41 Vict. c. 49.

† Printed at p. 69 above.

ORDER OF THE LORD LIEUTENANT, DATED FEBRUARY 10, 1886, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM BRAWNEY PETTY SESSION DISTRICT.

By the Lord Lieutenant General and General Governor
of Ireland.

Aberdeen.

Whereas . . . [*Here follow the recital to the Order of June 18, 1878, printed at page 63 above.*]

And whereas by an Order, dated the 19th day of January, 1886, made by the Lord Lieutenant in pursuance of the provisions of the said Act, it was ordered and directed that from and after the 31st day of January, 1886, the prison at Mullingar should be closed to the extent therein specified and whereas it is expedient that the said prison at Mullingar should be further closed to the extent hereinafter mentioned.

Now we, John Campbell, Earl of Aberdeen, Lord Lieutenant General and General Governor of Ireland in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 28th day of February, 1886, all persons sentenced for a term of imprisonment exceeding seven days, or remanded for a period exceeding eight days by justices of the peace whether sitting at petty sessions or otherwise in the petty sessions district of Brawney, in the county of Westmeath, who, but for this Order, would have been confined in the said prison at Mullingar, shall be committed to and confined in or removed to the prison at Tullamore, and such prison shall be a legal place of confinement for prisoners so committed.

Provided always, that the said Order of the 19th day of January, 1886, shall continue and remain of full force and effect, except in so far as the same is hereby varied.

Given at Her Majesty's Castle of Dublin, this 10th day
of February, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED JUNE 11, 1886, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM CERTAIN PETTY SESSIONS DISTRICTS.*

By the Lords Justices General and General Governors
of Ireland.

Edward Saxe-Weimar, General.

Richard Dowse.

Whereas by the General Prisons (Ireland) Act, 1877,† it is, amongst other things, provided that the Lord Lieutenant

* But see Order of July 20, 1886, printed at p. 110 below ; August 19, 1897, printed at p. 128 below ; and November 26, 1901, printed at p. 130 below.

† 40 & 41 Vict. c. 49.

may, from time to time, by any general or special rule, appoint in any county a convenient prison or prisons in which prisoners are to be confined before and during trial, or at either of such times; and may by any general or special rule from time to time appoint any convenient prison or prisons in any adjoining county to which prisoners may be committed for trial, safe custody, or otherwise, and any prisoners may be committed to such prison accordingly; and it is thereby further provided that the Lord Lieutenant may, from time to time, by any general or special rule, appropriate, either wholly or partially, particular prisons in Ireland to particular classes of prisoners under sentence of any court or of any competent authority, to which such prisoners may be committed or removed, and may remove any prisoner from any one prison to any other prison in Ireland for the purpose of his undergoing the whole or any portion of his punishment in such prison.

And whereas it seems right to us to appoint convenient prisons in counties respectively adjoining the counties in which the petty sessions districts in the schedule hereto set out are respectively situate, to which prisoners of the classes hereinafter mentioned may be committed for safe custody, or for the purpose of undergoing their punishment or otherwise.

Now we, the Lord Justices General and General Governors of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby appoint, from and after the 30th June instant, the prisons mentioned in the fourth column of the schedule hereto as prisons to which prisoners who have been sentenced to terms of imprisonment not exceeding seven days, or who have been remanded for terms not exceeding eight days, by magistrates, whether sitting at petty sessions or otherwise, within the respective petty sessions districts set out in the third column of the schedule hereto opposite to the names of the said prisons respectively, may be committed for safe custody or for the purpose of undergoing their terms of imprisonment.

Given at Her Majesty's Castle of Dublin, this 11th day of June, 1886.

By their Excellencies' Command,
R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED Feb 1886, AS TO PRISONS TO WHICH PRISONERS ADMITTED FROM BRAWNEY PETTY SESSIONS

By the Lord Lieutenant General and Governor
of Ireland.

Aberdeen.

Whereas . . . [Here follow
of June 18, 1878, printed at page 6

And whereas by an Order 1886, made by the Lord Commissioners of the said Act, it is provided that the said Act shall be in force from and after the 31st day of March 1887, and whereas it is expedient that the said Act should be further closed to the public, I hereby order that the said Act shall be further closed to the public from and after the 31st day of March 1887.

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THE LORD LIEUTENANT, DATED JUNE 18, 1886,
PRISONS TO WHICH PRISONERS MAY BE COMMITTED
IN THE QUEEN'S COUNTY.

the Lord Lieutenant General and General Governor
of Ireland.

Aberdeen.

Whereas by an Order of the Lord Lieutenant, dated the 19th day of September, 1882,* and made under and in pursuance of the provisions of the General Prisons (Ireland) Act, 1877, it was directed that from and after the 2nd day of October, 1882, the prison at Maryborough, in the Queen's County, should be closed as a place of confinement for females.

And whereas, by a further Order of the Lord Lieutenant, dated the 15th day of July, 1885,† and made under the pro-

* Printed at p. 77 above.

† Printed at p. 90 above.

visions of the same Act, it was directed that from and after the 31st day of July, 1885, the said prison at Maryborough should also cease to be a place of detention for male local prisoners, and by the said two Orders respectively it was further directed that the prisoners or classes of prisoners who, but for the said Orders respectively, would have been committed to or confined in the said prison at Maryborough should be removed, committed to, or confined in the several prisons respectively set out in the schedules attached to the said Orders respectively.

And whereas doubts have arisen as to the application of the said Orders to certain classes of prisoners not specifically mentioned in either of the said Orders or in the schedules attached thereto respectively, and it is expedient by further Order to remove such doubts.

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby further order and direct that all persons committed to prison under the provisions of the Debtors Act (Ireland), 1872,† by the county court judge of the Queen's County, sitting at sessions within the said county, shall henceforth be committed to the prison at Tullamore, in the King's County, any existing or previous Order or usage to the contrary notwithstanding; and that all other prisoners or classes of prisoners not in the said Orders of the 19th September, 1882, and 15th July, 1885, or in this present Order otherwise provided for, and who, but for the said Orders or the present Order, would have been committed to the said prison at Maryborough, shall henceforth be committed to and confined in the said prison at Tullamore.

Given at Her Majesty's Castle of Dublin, this 18th day of June, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED JUNE 18, 1886, AS TO PRISONS TO WHICH DEBTORS SHALL BE COMMITTED FROM THE COUNTY OF DOWN.

By the Lord Lieutenant General and General Governor of Ireland.

Aberdeen.

Whereas by an Order of the Lord Lieutenant, bearing date the 15th day of February, 1884,‡ made under and in pursuance of the provisions of the General Prisons (Ireland) Act, 1877,* it was directed that from and after the 31st day

* 40 & 41 Vict. c. 49.

† 35 & 36 Vict. c. 57.

‡ Printed at p. 86 above.

of March, 1884, certain classes of prisoners then committed to the prison at Downpatrick, in the county of Down, should be committed to the respective prisons named in the schedule thereto attached.

And whereas by a further Order of the Lord Lieutenant, bearing date the 19th day of January, 1886,* made under and in pursuance of the provisions of the same Act, it was directed that the said prison at Downpatrick should be wholly closed as a prison for the custody of all prisoners of every class, save and except prisoners under sentence or order of transportation, or of penal servitude; and that all prisoners, save as aforesaid, who should, on the 31st day of January, 1886, be confined in the said prison, or who, but for the said Order, would have been confined therein after the said date, should be removed or committed to the respective prisons in the schedule to the said Order set forth.

And whereas doubts have arisen as to the application of the said Orders to certain classes of prisoners not specifically mentioned in either of the said Orders or in the schedules attached thereto respectively, and it is expedient by further Orders to remove such doubts.

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and of every other power enabling us in this behalf, do hereby further order and direct that all persons committed to prison under the provisions of the Debtors Act (Ireland), 1872, by the county court judge of the county of Down, sitting at sessions within the said county, shall henceforth be committed to the prison at Belfast, in the county of Antrim, any existing or previous Order or usage to the contrary notwithstanding, and that all other prisoners and classes of prisoners not in the said Orders of the 15th day of February, 1884, and the 19th day of January, 1886, or in this present Order otherwise provided for, and who, but for the said Orders or this present Order, would have been committed to the prison at Downpatrick, shall henceforth be committed to and confined in the said prison at Belfast.

Given at Her Majesty's Castle of Dublin, this 18th day of June, 1886.

By His Excellency's Command,
R. G. C. Hamilton.

* Printed at p. 92 above.

† 40 & 41 Vict. c. 49.

ORDER OF THE LORD LIEUTENANT, DATED JULY 20, 1886,
APPOINTING THE PRISON AT CLONMEL AS A LEGAL PLACE
OF CONFINEMENT OF MALE PRISONERS ONLY, AND
SUBSTITUTING OTHER PRISONS IN RESPECT OF FEMALE
PRISONERS.*

By the Lord Lieutenant General and General Governor
of Ireland.

Aberdeen.

We, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of July, 1886, and until such time as we shall otherwise direct, the present female prison at Clonmel, in the county of Tipperary, shall be closed as a place of confinement for females, and shall be a legal place of confinement for males only, and that all females who shall, on the 31st day of July, 1886, be confined in the said prison, or who but for this Order would have been confined therein after the said day, shall be removed or committed to the respective prisons as in the schedule to this Order set forth.

Given at Her Majesty's Castle of Dublin, this 20th day of
July, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

* This Order was revoked as to the South Riding of Tipperary by Order of the Lord Lieutenant of February 18, 1896, printed at p. 125 below, and as to Wicklow, by Order of January 2, 1897, printed at p. 127 below, and other provision made.

Schedule referred to in above Order of Lord Lieutenant, showing the Prisons to which the Female Prisoners mentioned therein are to be removed or committed.

			Prison to which to be sent.
Females for trial at or committed from	Assizes for county Tipperary, South Riding.		Limerick Female.
Do.	do. Quarter sessions held at Thurles, North Riding.		Do.
All females remanded or committed by a magistrate or magistrates at petty sessions or otherwise from petty sessions districts of—			
Mullinahone,	} county Tipperary, South Riding.		Waterford.
Carrick-on-Suir,			
All other petty sessions districts of Tipperary,	} - - - - -		Limerick Female.
South Riding.			
Ballymacarberry,	} county Waterford - -		Waterford.
Clonmel (rural portion),			
Females sentenced by a magistrate or magistrates at petty sessions or otherwise to terms of imprisonment exceeding seven days or remanded for a period over eight days from petty sessions districts of—			
Roscrea,	} county Tipperary, North Riding.		Limerick Female.
Templemore,			
Borrisoleigh,			
Thurles,			
Females committed under the Debtors Act, Revenue (female) prisoners, and all other female prisoners not herein-before provided for.	} county Tipperary, South Riding.		Do.

ORDER OF THE LORD LIEUTENANT, DATED JULY 20, 1886,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTIES OF CARLOW, CAVAN, CLARE, LONG-
FORD, MEATH, MONAGHAN, ROSCOMMON, TIPPERARY, AND
WICKLOW.*

By the Lord Lieutenant General and General Governor
of Ireland.

Aberdeen.

Whereas . . . [*Here follows the recital to the Order of June 18, 1878, printed at page 63 above.*]

And whereas it seemed right to us to order that the prisons hereinafter mentioned, which are the only prisons now remaining in the several counties in which they are respectively

* But see Order of March 7, 1887, printed at p. 113 below ; Order of August 17, 1888, printed at p. 117 below ; Order of August 19, 1897, printed at p. 128 below ; and Order of November 26, 1901, printed at p. 130 below. By Order of the Lord Lieutenant of February 18, 1896, printed at p. 125 below, this Order was revoked as to the South Riding of Tipperary and by Order dated January 2, 1897, printed at p. 127 below, as to Wicklow, and other provision made.

situated, be wholly closed for the special reasons following, viz., that convenient prisons, with sufficient accommodation for all the prisoners now in custody in the said prisons respectively, or who would hereafter but for this Order be liable to committal to the said prisons respectively, exist in adjoining counties, and that it is desirable, for the purposes of economy and efficiency in the administration of the prisons system, further to reduce the number of prisons in Ireland.

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that, from and after the 31st day of July, 1886, the prisons of Carlow, in the county of Carlow, Cavan, in the county of Cavan, Ennis, in the county of Clare, Longford, in the county of Longford, Monaghan, in the county of Monaghan, Nenagh, in the county of Tipperary, Roscommon, in the county of Roscommon, and Trim, in the county of Meath, shall be wholly closed.

And, in further pursuance of the power aforesaid, we do hereby further order and direct that the prisoners respectively described in the schedule hereto, who, but for this Order would, after the said 31st day of July 1886, have been confined in one or other of the prisons to be so wholly closed as aforesaid, shall, from and after the said date, be removed or committed to and kept in custody in the prisons set out in the column of said schedule opposite to the description of such prisoners respectively, and such prisons shall be respectively legal places of confinement for such prisoners.

Provided also that nothing in this Order shall in any way affect the committal of certain classes of prisoners, who, under existing Orders, are committed to and confined in the bride-wells at Bailieboro' in county Cavan, and Kilrush in county Clare.

Given at Her Majesty's Castle of Dublin, this 20th day of July, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

Schedule above referred to.

Class of Prisoners.	Petty Sessions Districts.	Sex.	Prisons to which Commitments may be made.
Persons sentenced to terms of imprisonment not exceeding seven days, or committed on remand for terms not exceeding eight days, by a magistrate or magistrates, whether sitting in petty sessions or otherwise.	Bagnalstown, county Carlow	Males	Kilkenny.
	Borris, county Carlow	Females	Waterford.
	Carlow, county Carlow	Males	Kilkenny.
	Tullow, county Carlow	Females	Waterford.
	Myshall, county Carlow	Males	Kilkenny.
		Females	Grangegorman.
		Males	Kilkenny.
		Females	Grangegorman.
		Males	Kilkenny.
		Females	Wexford.
		Males and females.	Wexford.
	Baltinglass, county Wicklow	Males	Kilmainham.
		Females	Grangegorman.
	Arva, county Cavan	Males and females.	Armagh.
	Balleborough, county Cavan	Males	Dundalk.
		Females	Grangegorman.
	Ballinagh, county Cavan	Males and females.	Armagh.
	Ballyjamesduff, county Cavan	Males	Kilmainham.
		Females	Grangegorman.
	Belturbet, county Cavan	Males and females.	Armagh.
	Cavan, county Cavan	Males and females.	Armagh.
	Cootehill, county Cavan	Males	Dundalk.
		Females	Armagh.
	Killeshandra, county Cavan	Males and females.	Armagh.
	Kilnaleck, county Cavan	Males	Kilmainham.
	Kingscourt, county Cavan	Females	Grangegorman.
	Mountnugent, do.	Males	Kilmainham.
		Females	Grangegorman.
	Mullagh, do.	Males	Dundalk.
		Females	Grangegorman.
	Shercock, do.	Males	Dundalk.
		Females	Grangegorman.
	Virginia, do.	Males	Kilmainham.
		Females	Grangegorman.
	Ballyconnell, county Cavan	Males and females.	Moniskillen.
	Bawnboy, county Cavan		
	Blacklion, county Cavan		
	Swanlinbar, county Cavan		
	Dowra, counties Cavan and Leitrim.	Males and females.	Already provided for, viz., to Carrick-on-Shannon.
	All the petty sessions districts, county Clare, except Ballyvaughan.	Males and females.	Limerick Male. Limerick Female.
	Ballymahon, county Longford	Males and females.	Tullamore.
	Granard, co. Longford	Males	Kilmainham.
		Females	Grangegorman.
	All the rest, county Longford	Males and females.	Silgo.
	Clones		
	Monaghan } co. Monaghan	Males and females.	Armagh.
	Emyvale		
	Ballybay		
	Rockcorry } co. Monaghan	Males	Dundalk.
	Newbliss	Females	Armagh.
	Castleblayney		
	Carrickmacross } co. Monaghan	—	Provided for under existing orders previously made, viz., males to Dundalk, females to Drogheda.
	Nenagh		
	Newport		
	Cloughjordan } co. Tipperary	Males	Limerick Male.
	Borrisokane	Females	Limerick Female.
	Lorrha		
	Roscrea		
	Templemore		
	Borrisoleigh } co. Tipperary	Males	Parsonstown Bridewell.
	Thurles	Females	Cionmel.
	Moneygall (part of), county Tipperary.	Males	Limerick Male.
	Killaloe (part of), county Tipperary.	Females	Limerick Female.

Appointment of Prisons.

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Class of Prisoners.	Petty Sessions Districts.	Sex.	Prisons to which Committals may be made.
Persons sentenced to terms of imprisonment not exceeding seven days, or committed on remand for terms not exceeding eight days, by a magistrate or magistrates, whether sitting in petty sessions or otherwise— <i>continued.</i>	Cappawhite, county Tipperary -	Males -	Limerick Male.
	Athlone } Bridgeswell } Coolderry } Leccarrow } Roscommon } Ballintober } Ballinlough } Castlereagh } Ballinagare } Frenchpark } Ballyforan, county Roscommon -	Females -	Limerick Female.
	co. Roscommon	Males and females.	Tullamore.
	co. Roscommon	Males and females.	Castlebar.
	co. Roscommon	Males and females.	Sligo.
	co. Roscommon	Males and females.	Galway.
	Elphin } Hillstreet } Rooskey } Strokestown } Tulsk } Ballyfarnon } Boyle } Oootehill } Croghan } Keadue }	co. Roscommon	Males and females.
	co. Roscommon	Males and females.	Carrick-on-Shannon.
	Athboy, county Meath -		
	Ballivor, county Meath -		
	Crossakeel, county Meath -		
	Dunboyne, county Meath -		
	Dunshaughlin, county Meath -	Males -	Kilmainham.
	Lougwood, county Meath -	Females -	Grangegorman.
	Moynalty, county Meath -		
	Summerhill, county Meath -		
	Trim, county Meath -		
	Drumconath, co. Meath -	Males -	Dundalk.
		Females -	Grangegorman.
	Duleek, county Meath -		
	Julianstown, county Meath -		
	Kells, county Meath -		
	George's Cross, county Meath -	Males and females.	Drogheda.
	Navan, county Meath -		
	Oldcastle, county Meath -		
	Slane, county Meath -		
	Kingscourt (part of), county Meath.		

Class of Prisoners.	Prisons to which Committals hitherto made.	Sex.	Prisons to which Committals shall hereafter be made.
Persons committed under the Debtors Act, Revenue prisoners and all other prisoners not hereinbefore provided for.	Carlow, county Carlow -	Males -	Kilkenny.
		Females -	Waterford.
	Cavan, county Cavan -	Males -	Dundalk.
		Females -	Armagh.
	Ennis, county Clare -	Males -	Limerick Male.
		Females -	Limerick Female.
	Longford, county Longford -	Males and females.	Sligo.
	Monaghan, county Monaghan -	Males -	Dundalk.
		Females -	Armagh.
	Nenagh, county Tipperary -	Males -	Limerick Male.
		Females -	Limerick Female.
	Roscommon, county Roscommon	Males and females.	Tullamore.
	Trim, county Meath -	Males -	Kilmainham.
		Females -	Grangegorman.

ORDER OF THE LORD LIEUTENANT, DATED JULY 20, 1886,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTIES OF CAVAN, FERMANAGH, LEITRIM,
AND TYRONE.

By the Lord Lieutenant General and General Governor
of Ireland.

Aberdeen.

Whereas [*Here follows the recital to the
Order of June 18, 1878, printed at p. 63 above*]:

And whereas it has seemed right to us, for the purpose of promoting a better system of prison discipline, and of effecting greater economy in, and at the same time preserving the due efficiency of the public service, to close part of the prison herein-after mentioned :

Now, we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of July, 1886, the prison of Omagh, in the county of Tyrone, shall be closed. save to the extent herein-after specified :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st day of July, 1886, all persons sentenced or committed by order of the court at the assizes held in and for the several counties mentioned in the first schedule hereto, and all persons committed to take their trial at the said courts of assizes respectively, shall be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so sentenced and committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st day of July, 1886, all persons sentenced or committed by order of the court at the quarter sessions held in and for the several counties and the divisions thereof respectively in the second schedule hereto, and all persons committed to take their trial at the said courts of quarter sessions respectively shall be respectively committed to and imprisoned in the prisons in said schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so sentenced and committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that, from and after the 31st day of July, 1886, all persons sentenced for a term of imprisonment exceeding seven days, or remanded for a period exceeding eight days, in the several petty sessions districts mentioned in the third schedule hereto by justices of the peace, whether sitting in petty sessions or otherwise, shall be respectively committed to and imprisoned in the prisons in the said

schedule in that behalf specified, and such prisons shall be respectively legal places of confinement for prisoners so committed :

And we, in further pursuance of the aforesaid powers, do hereby also order and direct that from and after the 31st day of July, 1886, a sufficient portion of said prison of Omagh shall be, and may be used as legal places of confinement for all such prisoners as might before the making of this Order have been legally committed thereto and imprisoned therein, and in respect of whose committal and imprisonment it is not otherwise provided in this Order.

Given at Her Majesty's Castle of Dublin, this 20th day of July, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

First Schedule referred to in foregoing Order.

County.	Committed on Sentence or for Trial.	Prison to commit to.
Tyrone - - -	At Assizes - - -	Londonderry.
Fermanagh - - -	Do. - - -	Sligo.

Second Schedule referred to in foregoing Order.

County.	Committed on Sentence or for Trial.	Prison to commit to.
Fermanagh - - -	At Quarter Sessions : Division of Enniskillen -	Sligo.
Tyrone - - -	{ Division of Omagh - Division of Dungannon -	Londonderry. Armagh.

Third Schedule referred to in foregoing Order.

County.	Petty Sessions Districts.	Prison to commit to.
Tyrone - - -	Aughnacloy - - - Ballygawley - - - Clogher - - - Coagh - - - Cookstown - - - Dungannon - - - Moy - - - Stewartstown - - - Caledon - - -	} Armagh.

County.	Petty Sessions Districts.	Prison to commit to.
Tyrone— <i>cont.</i>	Carrickmore - - -	} Londonderry.
	Castlederg - - -	
	Donemanagh - - -	
	Dromore - - -	
	Fintona - - -	
	Fivemiletown - - -	
	Gortin - - -	
	Newtownstewart - - -	
	Omagh - - -	
	Pomeroy - - -	
	Sixmilecross - - -	
Fermanagh - - -	Strabane - - -	} Londonderry.
	Trillick - - -	
	Kesh - - -	
	Lack - - -	
	Lowtherstown or Irvinestown - - -	
	Derrygonnelly - - -	
	Letterbreen - - -	} Sligo.
Cavan - - -	Belleek - - -	
	Derrylin - - -	
	Lisbellaw - - -	
	Enniskillen - - -	
Leitrim - - -	Bawnboy - - -	} Sligo.
	Swanlinbar - - -	
	Blacklion - - -	
	Dowra - - -	
	Dowra - - -	

ORDER OF THE LORD LIEUTENANT, DATED JULY 20, 1886, AS
TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE CARLOW AND TULLOW PETTY SESSIONS DIVISIONS.*

By the Lord Lieutenant General and General Governor of
Ireland.

Aberdeen.

We, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the General Prisons Act, 1877,† and of every other power enabling us in this behalf, do hereby order and direct, that notwithstanding anything to the contrary in the Order, dated the 27th day of April, 1883,‡ made under this Act, all female prisoners sentenced to terms of imprisonment exceeding seven days or committed on remand for terms exceeding eight days, by a magistrate or magistrates, whether sitting at petty sessions or otherwise, within the petty sessions districts of Carlow and Tullow, in the county of Carlow, shall, from and after the

* But see Order of August 19, 1897, printed at p. 128 below.

† 40 & 41 Vict. c. 49.

‡ Printed at p. 82 above.

31st day of July, 1886, be committed to and kept in custody in the prison of Grangegorman, in the county of Dublin.

Given at Her Majesty's Castle of Dublin, this 20th day of July, 1886.

By His Excellency's Command,

R. G. C. Hamilton.

ORDER OF THE LORD LIEUTENANT, DATED MARCH 7, 1887, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM THE BALLINASLOE PETTY SESSIONS DIVISION.

By the Lord Lieutenant General and General Governor of Ireland.

Londonderry.

Whereas by an Order of the Lord Lieutenant, dated 20th day of July, 1886,* and made under the pursuance of the provisions of the General Prisons (Ireland) Act, 1877,† it was directed that from and after the 31st day of July, 1886, certain prisons, and among them the prison of Roscommon, in the county of Roscommon, should be wholly closed :

And whereas by the said Order it was further directed that the prisoners respectively described in the schedule thereto, who, but for the said Order, would have been confined in one or other of the prisons by the said Order directed to be wholly closed as aforesaid, should, from and after the said 31st day of July, 1886, be removed or committed to and kept in custody in the prisons set out in the column of said schedule opposite to the description of such prisoners respectively, and that such prisons should be respectively legal places of confinement for for such prisoners :

And whereas in the aforesaid Order of the 20th day of July, 1886, a prison or place of detention was not provided for persons sentenced for a term of imprisonment not exceeding seven days, or remanded for a period not exceeding eight days by justices of the peace whether sitting at petty sessions or otherwise in that portion of the petty sessions district of Ballinasloe, which is situated in the county of Roscommon :

Now we, Charles Stewart, Marquess of Londonderry, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 10th day of March, 1887, all persons sentenced for a term of imprisonment not exceeding seven days, or remanded for a period not exceeding eight days by justices of the peace whether sitting at petty sessions or otherwise in that portion of the petty sessions

* Printed on p. 106 above.

† 40 & 41 Vict. c. 49.

district of Ballinasloe which is situate in the county of Roscommon, who, but for the said Order of the 20th day of July, 1886, would have been confined in the said prison at Roscommon, shall be committed to and confined in or removed to the prison at Galway, in the county of Galway, and such prison shall be a legal place of confinement for prisoners so committed, confined, or removed.

Provided always that the said Order of the 20th day of July, 1886, shall continue and remain of full force and effect, except in so far as the same is hereby varied.

Given at Her Majesty's Castle of Dublin, this 7th day of March, 1887.

By His Excellency's Command,

Redvers Buller.

ORDER OF THE LORD LIEUTENANT, DATED APRIL 14, 1887, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM DROMORE WEST, EASKEY, AND ENNISCRONE PETTY SESSIONS DISTRICTS.

By the Lord Lieutenant General and General Governor of Ireland.

Londonderry.

We, Charles Stewart, Marquess of Londonderry, Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred upon us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby order and direct, that from and after the 21st day of April, 1887, all persons sentenced for terms of imprisonment not exceeding three days by a magistrate or magistrates at petty sessions or otherwise, from the petty sessions districts of Dromore West, Easkey, and Enniscrone, in the county of Sligo, and from that portion of the petty sessions district of Ballina, which is situated in the said county, shall be committed to the ordinary bridewell at Ballina, in the county of Mayo, and such bridewell shall be a legal place of confinement for prisoners so committed.

Given at Her Majesty's Castle of Dublin the 14th day of April, 1887.

By His Excellency's Command,

Redvers Buller.

* 40 & 41 Vict. c. 49.

ORDERS OF THE LORD LIEUTENANT, DATED MARCH 6, 1888,
AMENDING ORDER OF APRIL 27, 1883,* AND APPOINTING
TO WHAT PRISONS PRISONERS MAY BE COMMITTED FROM
THE CITY OF DUBLIN.

By the Lord Lieutenant General and General Governor
of Ireland.

Londonderry.

Whereas by the General Prisons (Ireland) Act, 1877,† it is amongst other things provided that from and after the 1st day of April, 1878, the Lord Lieutenant may, by order from time to time, close any prison or prisons, provided that in every county there remain one prison, unless the Lord Lieutenant otherwise order as in the said Act is specified. And it is enacted that whenever the Lord Lieutenant shall make any such Order, a prison or prisons shall be named in such Order to which prisoners who but for such Order would have been confined in the prison so closed, shall be removed or committed, and in which they shall be kept in custody; and any such substituted prison shall thenceforth and so long as such Order is in force, for all purposes relating to the committal, detention, trial, and punishment of the prisoners so removed, and of the prisoners committed thereto, in pursuance of the said provision, be deemed to be a legal place of confinement; and such prisoners shall, during removal to and during such time as they shall be in such substituted prison, be deemed to be in the proper legal custody in every respect, and no such removal shall be deemed an escape.

And whereas it is expedient that the Richmond prison or bridewell, at the South Circular Road in the county of the city of Dublin, shall be wholly closed, and that the prisoners who shall be or would have been confined in said prison or bridewell, as hereinafter is mentioned, shall be removed to the prison at Mountjoy, in the county of the city of Dublin, and there be kept in custody.

And whereas there remains in the said county of the city of Dublin, one prison at least over and above the said Richmond prison or bridewell.

And whereas in pursuance of the powers vested in him by the said recited Act, the Lord Lieutenant did by Order, bearing date the 27th day of April, 1883,* amongst other things order and direct that the male and female prisons at Mountjoy, then respectively occupied by male and female convicts and local prisoners, should be a legal place of confinement for male convicts only under sentence or order of transportation or penal servitude.

Now, we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and of every other power enabling us in this behalf,

* Printed at p. 81 above.

† 40 & 41 Vict. c. 49.

do hereby order and direct that, from and after the 31st day of March, 1888, the said recited Order of the 27th day of April, 1883, shall be no longer in force, so far as the same restricts the class of prisoners therein, to be confined to male convicts only under order of transportation or penal servitude.

And in further pursuance of the powers conferred upon or enabling us as aforesaid, we do hereby further order and direct, that from and after the 31st day of March, 1888, the said Richmond prison or bridewell shall be wholly closed, and that all prisoners who shall on the 31st day of March, 1888, be confined in said prison or bridewell, or who but for this Order would have been confined therein after the said day, shall be removed to the said prison at Mountjoy, and shall there be kept in custody, any Order or practice to the contrary notwithstanding.

Given at Her Majesty's Castle of Dublin, this 6th day of March, 1888.

By His Excellency's Command,
West Ridgeway.

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 17, 1888,
AS TO PRISONS TO WHICH FEMALE PRISONERS MAY BE
COMMITTED FROM THE COUNTIES OF LOUTH AND THE
TOWN OF DROGHEDA.*

By the Lord Lieutenant General and General Governor
of Ireland.

Londonderry.

Whereas by an Order of the Lord Lieutenant, dated the 18th day of December, 1882,† and made under the provisions of the General Prisons (Ireland) Act, 1877,‡ it was directed among other things that Drogheda Prison should be closed, save to the extent therein mentioned :

And whereas doubts have arisen as to the effect of this Order in the case of certain female prisoners, and it is desirable that such doubts should be removed :

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that all female prisoners from the county of Louth, or from the county of the town of Drogheda, other than such prisoners as are specially provided for by the said Order of the 18th December, 1882,† may be committed to and kept in custody in the prison of Drogheda, and the said prison shall be a legal place of confinement for them.

* But see Order of November 26, 1901, printed at p. 130 below.

† Printed at p. 78 above.

‡ 40 & 41 Viet. c. 49.

Provided always that the said Order shall continue and remain in full force and effect, except in so far as the same is hereby varied.

Given at Her Majesty's Castle of Dublin, this 17th day of August, 1888.

By His Excellency's Command,
West Ridgeway.

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 17, 1888,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE NEWTONBARRY PETTY SESSIONS DIVISION
OF THE COUNTY OF CARLOW AND THE COUNTY OF
LONGFORD.*

By the Lord Lieutenant General and General Governor
of Ireland.

Londonderry.

Whereas by an Order of the Lord Lieutenant, dated the 6th day of April, 1880,† and made under the provisions of the General Prisons (Ireland) Act, 1877,‡ it was directed that from and after the 15th day of April, 1880, certain prisons, and amongst them the prison of Carlow, in the county of Carlow, should be partially closed to the extent therein mentioned; and it was thereby further directed that from and after the said date all persons sentenced for a term of imprisonment exceeding seven days in the several petty sessions districts mentioned in the third schedule thereto, by justices of the peace whether sitting in petty sessions or otherwise, should be respectively committed to and imprisoned in the prisons in the said schedule in that behalf specified, and such prisons should be respectively legal places of confinement for prisoners so committed:

And whereas the said third schedule included among others all the petty sessions districts in the county of Carlow:

And whereas by an Order of the Lord Lieutenant, dated the 20th day of July, 1886,§ and made under the provisions aforesaid, it was directed that from and after the 31st day of July, 1886, certain prisons, and amongst them the said prison of Carlow, in the county of Carlow, and the prison of Longford, in the county of Longford, should be wholly closed.

And whereas by the said Order of the 20th day of July, 1886, it was further directed that the prisoners respectively described in the schedule thereto, who, but for the said Order of the 20th July, 1886,§ would have been confined in one or other of the prisons thereby directed to be closed, should from and after the said 31st day of July, 1886, be removed or committed to and kept in custody in the prisons set out opposite to the description of such prisoners respectively, and that such prisons should be respectively legal places of confinement for such prisoners:

* But see Order of November 26, 1901, printed at p. 130 below.

† Printed at p. 69 above. ‡ 40 & 41 Vict. c. 49

§ Printed at p. 106 above.

And whereas it is expedient that the provisions of the said Orders should be varied in the manner herein-after appearing :

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the power conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that all persons sentenced or remanded for any term by a magistrate or magistrates, whether sitting in petty sessions or otherwise, from the county of Carlow portion of the Newtownbarry petty sessions district, who but for this Order would after the 1st day of September, 1888, under the provisions of the recited Orders of the 6th of April, 1880, and the 20th of July, 1886, have been confined, males in the Kilkenny prison and females in the Waterford prison, shall from and after the said 1st day of September, 1888, be removed or committed to and kept in custody in the Wexford prison, and such prison shall be a legal place of confinement for such male and female prisoners respectively :

And, in further pursuance of the power aforesaid, we do hereby further order and direct that the prisoners respectively described in the schedule to this Order, who but for this Order would after the 1st day of September, 1888, under the provisions of the said recited Order of the 20th of July, 1886,* have been confined in Tullamore, Kilmainham, Grangegorman, or Sligo prison, shall, on and after the 1st day of September, 1888, be removed or committed to and kept in custody in the prisons set out in the column of the schedule hereto, opposite to the description of such prisoners respectively, and such prisons shall be respectively legal places of confinement for such prisoners.

Provided always, that all the said Orders shall continue and remain in full force and effect, except in so far as the same are hereby varied.

Given at Her Majesty's Castle at Dublin, this 17th day of August, 1888.

By His Excellency's Command,
West Ridgeway.

Schedule.

Class of Prisoners.	Petty Sessions District.	Sex.	Prisons to which Commitments may be made.
Persons sentenced to terms of imprisonment not exceeding seven days, or remanded for terms not exceeding eight days, by a magistrate, or magistrates, whether sitting in petty sessions or otherwise.	Ardagh - - Co. Longford	Males - Females -	Mullingar Prison.
	Ballinalee - - Do.		
	Edgeworthstown - - Do.		
	Granard - - Do.	Males - Females -	Carrick-on-Shannon Prison.
	All the rest - - Do.		

* Printed at p. 106 above.

Appointment of Prisons for Particular Localities. 119

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 17, 1888,
AS TO PRISONS TO WHICH FEMALE PRISONERS MAY BE
COMMITTED FROM THE QUEEN'S COUNTY.

By the Lord Lieutenant General and General Governor
of Ireland.

Londonderry.

Whereas by an Order of the Lord Lieutenant, dated the 19th of September, 1882,* and made under the provisions of the General Prisons (Ireland) Act, 1877,† it was *inter alia* provided that all females committed from any part of the Queen's County for trial at assizes, or at the quarter sessions held at Maryborough, should be committed to and confined in the prison of Tullamore :

And whereas such prisoners as aforesaid were erroneously included in the schedule to an Order of the Lord Lieutenant, made under the provisions aforesaid, and dated the 19th January, 1886,‡ among those who should be committed to, and confined in, the prison of Grangegorman (they not being among those who previously had been confined in the prison of Naas, for whom alone the last mentioned Order was intended to provide) :

And whereas it is desirable that such error should be amended :

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that so much of the said Order of the 19th of January, 1886,‡ as varied the said Order of the 19th of September, 1882,* as aforesaid, shall be, and the same is hereby rescinded :

And we hereby further order and direct that from and after the 1st day of September, 1888, all female prisoners committed for trial at Maryborough, either at assizes or quarter sessions; shall be removed or committed to and kept in custody in the prison of Tullamore, which shall be a legal place of confinement for such prisoners.

Provided always, that the said Orders shall continue and remain in full force and effect except in so far as the same are hereby varied.

Given at Her Majesty's Castle of Dublin, this 17th day of August, 1888.

By His Excellency's Command,
West Ridgeway.

* Printed at p. 77 above.

† 40 & 41 Vict. c. 49.

‡ Printed at p. 97 above.

ORDER OF THE LORD LIEUTENANT, DATED OCTOBER 30, 1891,
AS TO GRANGEGORMAN, KILKENNY, AND TULLAMORE
PRISONS.

By the Lords Justices-General and General Governors
of Ireland.

Ashbourne, C.

Hedges Eyre Chatterton.

Whereas the Lord Lieutenant of Ireland did by Order, bearing date the 16th day of May, 1891,* direct that from and after the 23rd day of May, 1891, and until such time as should otherwise be directed, all males who but for the said Order of the 16th day of May, 1891, would have been confined in the prison at Tullamore, in the King's County, after the 23rd day of May, 1891, should be committed to and confined in the prison at Kilkenny, and all females who but for the said Order would have been confined in the said prison at Tullamore should be committed to and confined in the female prison at Grangegorman, in the county of the city of Dublin :

Now, we, the Lords Justices-General and General Governors of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,† and every other power enabling us in this behalf, do hereby order and direct that from and after the 9th day of November, 1891, the aforesaid Order, dated the 16th day of May, 1891, shall stand and be revoked, and that from and after the said 9th day of November, 1891, the said prison at Tullamore, in the King's County, shall be a legal place of confinement for all such prisoners, whether male or female, as might have been lawfully committed thereto but for the said Order of the 16th day of May, 1891, and we further order and direct that such revocation shall not affect the prisoners who shall have been, previous to the said 9th day of November, 1891, committed to and confined in the said prisons of Kilkenny and Grangegorman respectively, under and in pursuance of said Order of 16th May, 1891, or shall not invalidate or make unlawful anything done under said Order.

Given at Her Majesty's Castle of Dublin this 30th day of
October, 1891.

By their Excellency's Command,

West Ridgeway.

* Printed in Statutory Rules and Orders, 1891, p. 604.

† 40 & 41 Vict. c. 49.

Appointment of Prisons for Particular Localities. 121

ORDER OF THE LORD LIEUTENANT, DATED MARCH 20, 1893,
SUBSTITUTING THE PRISON AT DUNDALK FOR THAT AT
ARMAGH FOR MALE PRISONERS FROM CERTAIN PETTY
SESSIONS DISTRICTS.

By the Lords Justices-General and General Governors
of Ireland.

*S. Walker, C.
Wolseley, Genl.*

Whereas by the General Prisons (Ireland) Act, 1877,* it is amongst other things provided that the Lord Lieutenant may, from time to time, by any general or special Rule, appoint in any county a convenient prison or prisons in which prisoners are to be confined before and during trial, or at either of such times, and may also appoint any convenient prison or prisons in any adjoining county, to which prisoners may be committed for trial, safe custody, or otherwise; and it is further provided that the Lord Lieutenant may, from time to time, by any general or special Rule, appropriate either wholly or partially, particular prisons in Ireland to particular classes of prisoners under sentence of any court, or of any competent authority, to which such prisoners may be committed or removed:

And whereas by an Order of the Lord Lieutenant, dated the 6th day of December, 1879,† the County Prison situate in the town of Armagh, and county of Armagh, was appointed to be a prison to which prisoners committed by a magistrate or magistrates in petty sessions, or otherwise, in (amongst others) the Newry and Warrenpoint petty sessions districts in the county of Down, being a county adjoining the aforesaid county of Armagh, might be committed for trial, safe custody, or otherwise:

And whereas by a further Order of the Lord Lieutenant, dated the 15th day of February, 1884,‡ it was, amongst other things, directed that prisoners for trial at or committed from Quarter Sessions at Newry, and persons committed by a magistrate or magistrates, whether sitting in petty sessions or otherwise, under sentences for terms exceeding seven days, or on remand for further examination for terms exceeding eight days, from the Petty Sessions Districts of Kilkeel and Rathfriland, in the said county of Down, should be committed to the said prison at Armagh:

And whereas by a further Order of the Lord Lieutenant, dated the 19th day of January, 1886,§ it was, amongst other things, directed that all persons sentenced by magistrates, whether sitting at petty sessions or otherwise, to terms of imprisonment not exceeding seven days, or committed on remand or for further examination from said Petty Sessions Districts of Kilkeel and Rathfriland, should thenceforth be committed to the prison at Armagh aforesaid:

* 40 & 41 Vict. c. 49.

† Printed at p. 86 above.

‡ Printed at p. 67 above.

§ Printed at p. 92 above.

And whereas it has been deemed expedient to amend said Orders, and to order and direct as hereinafter appearing :

Now we, the Lords Justices-General and General Governors of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of March, 1893, the said recited Orders of the 6th day of December, 1879, 15th day of February, 1884, and 19th day of January, 1886, be amended to the extent following, but not further or otherwise, and do hereby order and direct as follows, that is to say :—

All male persons for trial at or committed from Quarter Sessions at Newry, and all male persons committed by a magistrate or magistrates, whether sitting in Petty Sessions or otherwise, under sentences for any terms of imprisonment, or on remand for further examination, from the Petty Sessions Districts of Newry, Warrenpoint, Kilkeel, and Rathfriland, in the county of Down, and from the Petty Sessions District of Ballybot, in the county of Armagh, who, but for this Order, would have been committed to and confined in the prison at Armagh, shall, after the said date, be committed to and confined in the prison at Dundalk, in the county of Louth, being a county adjoining the said counties of Armagh and Down, which shall, from and after the aforesaid date, be the legal place of confinement for such male prisoners.

Given at Her Majesty's Castle of Dublin, this 20th day of March, 1893.

By their Excellencies' Command,

D. Harrel.

ORDER OF THE LORD LIEUTENANT, DATED MAY 4, 1894,
SUBSTITUTING CERTAIN PRISONS FOR THAT AT CARRICK-
ON-SHANNON FOR PRISONERS FROM CERTAIN PETTY
SESSIONS DISTRICTS.†

1894. No. 655.

By the Lord Lieutenant General and General Governor of
Ireland.

Houghton.

Whereas [*Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.*]

And whereas it seems right to us, for the purpose of promoting a better system of prison discipline, and of effecting greater economy in and at the same time preserving the due efficiency of the public service, that prisoners of the classes hereinafter mentioned, who, under any order heretofore made, are, or may be committed for safe custody or for the purpose of undergoing their punishment or otherwise to the prison at Carrick-on-Shannon, may be committed to the prisons in the schedule hereto mentioned :

* 40 & 41 Vict. c. 49.

† But see Order of November 26, 1901, printed at p. 130 below.

Appointment of Prisons for Particular Localities. 123

Now, we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby appoint from and after the 15th day of May, 1894, the prisons mentioned in the 4th column of the schedule hereto, as prisons to which prisoners, who have been sentenced to terms of imprisonment not exceeding seven days, or who have been remanded for the terms specified in the schedule hereto by magistrates, whether sitting at petty sessions or otherwise, within the respective petty sessions districts set out in the 3rd column of the schedule hereto opposite to the names of the said prison respectively, and who under any order heretofore made would be or might be committed to the prison at Carrick-on-Shannon, shall from and after the said 15th day of May, 1894, be committed for safe custody or for the purpose of undergoing their terms of imprisonment notwithstanding anything to the contrary contained in any Order heretofore made as aforesaid.

Given at Her Majesty's Castle of Dublin, this 4th day of May, 1894.

By His Excellency's Command.

D. Harrel.

Schedule.

Class of Prisoners.	Sex.	Petty Sessions Districts.	Prisons to which Commitments may be made.
Persons sentenced to terms of imprisonment not exceeding 7 days or committed on remand by a magistrate, or magistrates whether sitting in petty sessions or otherwise.	Male and female.	Carrigallen, co. Leitrim - - Drumkeerin do. - -	Armagh. Sligo.
Do. do.	Do. -	Dromahaire, co. Leitrim - - Killylogher do. - - Kinlough do. - - Manorhamilton do. - -	Sligo.
Persons sentenced to terms of imprisonment not exceeding 7 days, or committed on remand for a term not exceeding 8 days, by a magistrate, or magistrates, whether sitting in petty sessions or otherwise.	Do. -	Ballinamuck, co. Longford - - Ballymahon do. - - Drumlish do. - - Kenagh do. - - Lanesboro' do. - - Longford do. - - Newtownforbes do. - -	
			Mullingar.

ORDER OF THE LORD LIEUTENANT, DATED FEBRUARY 18, 1896,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTY AND CITY OF LIMERICK.

1896. No. 1228.

By the Lord Lieutenant General and General Governor
of Ireland.

Cadogan.

Whereas * * * [*Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.*]

And whereas it seems right to us for the purpose of effecting greater convenience in the public service, and at the same time preserving the due efficiency thereof, that certain classes of prisoners heretofore committed to Limerick Male Prison or Limerick Female Prison should hereafter be committed to Tralee Prison :

And whereas certain orders have been made from time to time concerning the commitment and custody of prisoners from the county and city of Limerick, and it seems right to us to consolidate the same :

Now we, the Lord Lieutenant General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of March, 1896, the Order of the Lords Justices-General, bearing date the 18th day of June, 1878,* so far as the same relates to the county or city of Limerick, but not further or otherwise, and the Order of the Lord Lieutenant, bearing date the 12th day of December, 1893,† shall be, and the same are hereby revoked. And in lieu thereof we do hereby further order and direct that from and after the said 31st day of March, 1896, all prisoners remanded or sentenced to imprisonment by a magistrate or magistrates, whether sitting in petty sessions or otherwise from the Petty Sessions District of Newcastle West, in the county of Limerick, who but for this Order would have been confined in the male or female prison at Limerick, and all prisoners remanded or sentenced to imprisonment by a magistrate or magistrates, whether sitting in petty sessions or otherwise from the Petty Sessions Districts of Abbeyfeale and Drumcollogher, in the said county of Limerick, shall after the said day be committed to and confined in the prison at Tralee, and we do hereby appoint the said last-mentioned prison as a prison to which such prisoners shall, from and after the said 31st day of March, 1896, be committed for safe custody, or for the purpose of undergoing their terms of imprisonment, notwithstanding anything to the contrary contained in any Order heretofore made as aforesaid :

* Printed at p. 63 above.

† Printed in Statutory Rules and Orders, 1893, p. 481.

And in further pursuance of the aforesaid powers we do hereby also order and direct that from and after the said 31st day of March, 1896, the prison constituted and appointed by the said Order of the 18th of June, 1878,* to be the Limerick Male Prison shall be a legal place of confinement for males only and not for females, and that all females other than those hereinbefore provided for, who but for the Order of the 18th day of June, 1878,* and this Order, would, after the 31st day of March, 1896, have been confined therein, shall be committed to Limerick Female Prison, which shall be a legal place of confinement for the aforesaid females; and the prison constituted and appointed by the said Order of the 19th day of June, 1878,* to be the Limerick Female Prison, shall be a legal place of confinement for females only and not for males, and that all males who, but for the Order of the 18th day of June, 1878,* and this Order, would, after the 31st day of March, 1896, have been confined therein shall be committed to Limerick Male Prison, which shall be a legal place of confinement for the aforesaid males.

Given at Her Majesty's Castle of Dublin, this 18th day of February, 1896.

By His Excellency's Command,

D. Harrel.

ORDER OF THE LORD LIEUTENANT, DATED FEBRUARY 18, 1896,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE SOUTH RIDING OF TIPPERARY.

1896. No. 1229.

By the Lord Lieutenant General and General Governor of
Ireland.

Cadogan.

Whereas [*Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.*]

And whereas it seems right to us, for the purpose of effecting greater economy and convenience in the public service and at the same time preserving the due efficiency thereof, that certain classes of female prisoners heretofore committed to Limerick Female Prison shall hereafter be committed to Waterford Prison :

And whereas certain Orders have been made from time to time concerning the commitment and custody of prisoners from the County of Tipperary South Riding, and it seems right to us to consolidate the same :

Now we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling

* Printed at p. 63 above.

ORDER OF THE LORD LIEUTENANT, DATED JANUARY 2, 1897,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM THE COUNTY OF WICKLOW.*

1897. No. 3.

By the Lord Lieutenant-General and General Governor of
Ireland.

Cadogan.

Whereas [Here follows the first recital to the
Order of June 11, 1886, printed at p. 100 above.]

And whereas certain orders have been made from time to time concerning the commitment and custody of prisoners from the county of Wicklow, and it seems right to us that the same, so far as they relate to such prisoners, but not further or otherwise, should be revoked :

And whereas it seems right to us, for the purpose of effecting greater economy and convenience in the public service, and at the same time preserving the due efficiency thereof, that certain classes of prisoners heretofore committed or capable of being committed to Wexford, Kilkenny, and Wicklow Prisons respectively should hereafter be committed, if males to Kilmainham Prison, in the county of Dublin, if females to Grangegorman Prison, in the city of Dublin :

Now we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of January, 1897, the Orders of the Lord Lieutenant, bearing date the 27th day of December, 1878,† 2nd day of May, 1879,‡ 6th day of April, 1880,§ 19th day of May, 1881,|| 22nd day of August, 1882, 6th day of September, 1882, 16th day of June, 1883,** 6th day of March, 1884,†† 19th day of January, 1886,‡‡ and 20th day of July, 1886,§§ respectively, so far as the same relate to prisoners committed from the county of Wicklow, but not further or otherwise, shall be and the same are hereby revoked. And in lieu thereof we do hereby further order and direct that, from and after the 31st day of January, 1897, the several classes of prisoners described in the schedule hereto shall be committed to the respective prisons in the second column of the said schedule mentioned as therein set forth. And we do hereby appoint the said prisons as prisons to which such prisoners

* But see Order of August 19, 1897, printed at p. 128 below.

† Printed in Statutory Rules and Orders Revised (1st Edition) vol. 5, p. 853.

‡ Printed in Statutory Rules and Orders Revised (1st Edition) vol. 5, p. 741.

§ Printed at p. 69 above.

|| Printed at p. 74 above.

** Printed in Statutory Rules and Orders Revised (1st Edition) vol. 5, p. 857.

†† Printed at p. 88 above.

‡‡ Printed at p. 97 above.

§§ Printed at p. 106 above.

shall from and after the said 31st day of January, 1897, be committed for safe custody, or for the purpose of undergoing their terms of imprisonment, notwithstanding anything to the contrary contained in any Order heretofore made as aforesaid.

Given at Her Majesty's Castle of Dublin, this second day of January, 1897.

By His Excellency's Command,

D. Harrel.

Schedule above referred to.

Classes of Prisoners.				Prison.
(1.) Persons for trial at or committed from—				
Assizes for	-	County Wicklow	-	
Quarter Sessions in and for	-	Baltinglass	-	
	-	Wicklow	-	
(2.) Persons remanded or sentenced for any term by magistrates at Petty Sessions or otherwise from—				
Petty Sessions districts of	-	Baltinglass	-	
	-	Blessington	-	
	-	Dunlavin	-	
(3.) Persons sentenced for a term exceeding 7 days by Magistrates at Petty Sessions or otherwise from—				
		Bray	-	
		Enniskerry	-	
		Newtownmountkennedy	-	
Petty Session districts of	-	Ovoca	-	Males - Females,
	-	Rathdrum	-	
	-	Wicklow	-	
		Arklow	-	Males and Females
		Shillelagh	-	
		Tinahely	-	
				Kilmainham Grangegorman.
				Wexford.

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 19, 1897,
CLOSING GRANGEGORMAN PRISON.

1897. No. 651.

By the Lord Lieutenant-General and General Governor of
Ireland.

Cadogan.

Whereas [Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.]

And such prisoners shall, during removal to and during such time as they shall be in such substituted prison, be deemed to be in the proper legal custody in every respect, and no such removal shall be deemed an escape :

And whereas it is expedient that the prison at Grangegorman, in the county of the city of Dublin, shall be wholly closed, and that the prisoners who shall be or would have been confined in said prison, as hereinafter is mentioned, shall be removed to the prison at Mountjoy, in the county of the city of Dublin, and there be kept in custody :

And whereas there remains in the said county of the city of Dublin one prison at least, over and above the said prison at Grangegorman :

Now we, the Lord Lieutenant of Ireland, in pursuance of the powers conferred on us by the General Prisons (Ireland) Act, 1877,* and of every other power enabling us in this behalf, do hereby order and direct that from and after the 26th day of August, 1897, the said prison at Grangegorman shall be wholly closed, and that all prisoners who shall, on the said 26th day of August, 1897, be confined in said prison, or who but for this Order would have been confined therein after the said day, shall be removed to the said prison at Mountjoy, and shall there be kept in custody, any Order or practice to the contrary notwithstanding.

Given at Her Majesty's Castle of Dublin, this 19th day of August, 1897.

By His Excellency's Command,

D. Harrel.

ORDER OF THE LORD LIEUTENANT, DATED JANUARY 4, 1900, WITH RESPECT TO THE PRISONS AT BELFAST AND LONDONDERRY.

1900. No. 2.

By the Lord Lieutenant-General and General Governor of Ireland.

Cadogan.

Whereas [*Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.*]

And whereas, under and by virtue of the Local Government (Ireland) Act, 1898,† the city of Belfast, in the county of Antrim, and the city of Londonderry, in the county of Londonderry, will become counties of cities for all the purposes in said Act mentioned :

And whereas it seems to us right that all the classes of prisoners who are or may now be committed to the prison at Belfast and to the prison at Londonderry, respectively, shall continue to be committed thereto :

Now we, the Lord Lieutenant-General and Governor-General of Ireland, in pursuance of the powers conferred on Us by the said General Prisons (Ireland) Act, 1877, and of

* 40 & 14 Vict c. 49.

† 61 & 62 Vict. c. 37.

every other power enabling us thereto, do hereby appoint that all classes of prisoners who are or may now be committed to the said respective prisons of Belfast and Londonderry shall, notwithstanding the said changes made by the said Local Government (Ireland) Act, 1898, continue to be committed to said prisons respectively, and that said prisons shall be legal places of confinement for such classes of prisoners as aforesaid.

Given at Her Majesty's Castle of Dublin, this 4th day of January, 1900.

J. B. Dougherty.

By His Excellency's Command.

ORDER OF THE LORD LIEUTENANT, DATED NOVEMBER 26, 1901, CLOSING THE PRISONS OF CARRICK-ON-SHANNON, IN THE COUNTY OF LEITRIM; ENNISKILLEN IN THE COUNTY OF FERMANAGH; MULLINGAR, IN THE COUNTY OF WESTMEATH; OMAGH, IN THE COUNTY OF TYRONE; WICKLOW, IN THE COUNTY OF WICKLOW; AND DROGHEDA, IN THE COUNTY OF LOUTH.

1901. No. 956.

By the Lord Lieutenant-General and General Governor of Ireland.

Cadogan,

Whereas [*Here follows the recital to the Order of June 18, 1878, printed at p. 63 above.*]

And whereas it seemed right to us to order that the prisons of Carrick-on-Shannon, in the county of Leitrim, Enniskillen, in the county of Fermanagh, Mullingar, in the county of Westmeath, Omagh, in the county of Tyrone, and Wicklow, in the county of Wicklow, which are the only prisons now remaining in the several counties in which they are respectively situated, also the prison of Drogheda, in the county of Louth, be wholly closed for the special reasons following, viz., that convenient prisons, with sufficient accommodation for all the prisoners now in custody in the said prisons respectively, or who would hereafter but for this Order be liable to committal to the said prisons respectively, exist in other counties, and that it is desirable, for the purposes of economy and efficiency in the administration of the prisons system, further to reduce the number of prisons in Ireland:

Now, we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct, that, from and after the 31st day of December, 1901, the prisons of Carrick-on-Shannon, in the county of Leitrim, Enniskillen, in the county of Fermanagh, Mullingar, in the county of Westmeath,

Omagh, in the county of Tyrone, Wicklow, in the county of Wicklow, and Drogheda, in the county of Louth, shall be wholly closed.

And in further pursuance of the power aforesaid we do hereby further order and direct that the prisoners respectively described in the schedule hereto, who, but for this Order, would, after the said 31st day of December, 1901, have been confined in one or other of the prisons to be so wholly closed as aforesaid, shall, from and after the said date, be removed or committed to and kept in custody in the prisons set out in the column of said schedule opposite to the description of such prisoners respectively, and such prisons shall be respectively legal places of confinement for such prisoners.

Given at His Majesty's Castle of Dublin, this 26th day of November, 1901.

By His Excellency's Command,

D. Harrel.

Schedule above referred to.

Class of Prisoners.	Petty Sessions Districts.	Sex.	Prisons to which committals shall be made.
Persons sentenced to terms of imprisonment not exceeding seven days, or committed on remand by a Magistrate or Magistrates, whether sitting in Petty Sessions or otherwise.	Dowra, cos. Cavan and Leitrim.	Males and Females.	Sligo.
	Ballyfarnon		
	Boyle		
	Cootehill		
	Croghan		
	Elphin		
	Hillstreet	co. Roscommon.	
	Keadue		
	Ruskey		
	Strokestown		
	Tulak		
	Ballinamore	co. Leitrim	Sligo.
	Carrick-on-Shannon.		
	Cashcarrigan		
	Cloone		
	Dromod		
	Drumshambo		
	Drumsna	co. Cavan	Armagh.
	Mohill		
	Ballyconnell, co. Cavan		
	Bawnboy		
	Blacklion		
	Swanlinbar		
	Pettigo, co. Donegal	Males and Females.	Londonderry.

Class of Prisoners.	Petty Sessions Districts.	Sex.	Prisons to which committals shall be made.
Persons sentenced to terms of imprisonment not exceeding seven days, or committed on remand by a Magistrate or Magistrate, whether sitting in Petty Sessions or otherwise— <i>cont.</i>	Belleek Derrygonelly Derrylin Enniskillen Letterbreen Lisbellaw	co. Fermanagh.	Males and Females.
	Irvinestown Kesh Lack	co. Fermanagh.	Males and Females.
	Brookboro' Linaskea Newtown- butler. Roolea	co. Fermanagh.	Males and Females.
	Ardagh Ballinalee Ballinamuck Drumlish Edgeworthstown. Keenagh Killashee Longford Newtown- forbes.	co. Longford	Males and Females.
	Ballymahon, co. Longford -	Males and Females.	Tullamore.
	Granard, co. Longford -	Males - Females -	Kilmainham. Mountjoy Female.
	Ballymore Ballynacargy Athlone Glasson Kilbeggan Knockbrin Moate Mullingar Multifarnham Rochfort Tyrrellspass	co. Westmeath.	Males and Females.
	Castlepollard Collinstown Clonmellon Delvin Killucan Rathowen	co. Westmeath.	Males - Females -
	Aughnacloy Ballygawley Caledon Clogher Coagh Cookstown Dungannon Moy Stewartstown	co. Tyrone	Males and Females.
			Sligo.
			Londonderry.
			Armagh.
			Sligo.
			Tullamore.
			Kilmainham. Mountjoy Female.
			Tullamore.
			Kilmainham. Mountjoy Female.
			Armagh.

Class of Prisoners.	Petty Sessions Districts.	Sex.	Prisons to which committals shall be made.	
Persons sentenced to terms of imprisonment not exceeding seven days, or committed on remand by a Magistrate or Magistrates, whether sitting in Petty Sessions or otherwise— <i>cont.</i>	Carrickmore Castlederg Donemanagh Dromore Flintona Fivemiletown Gortin Newtown- stewart Omagh Pomeroy Sixmilecross Strabane Trillick	co. Tyrone	Males and Females.	Londonderry.
	Bray Enniskerry Newtown- mount- kennedy Ovoca Rathdrum Wicklow	co. Wicklow	Males - Females -	Kilmainham. Mountjoy Female.
	Arklow Shillelagh Tinahely	co. Wicklow	Males and Females.	Wexford.
	Balbriggan, co. Dublin			
	George's Cross Kells Kingscourt (co. Meath portion). Navan Oldcastle	co. Meath	Males - Females -	Kilmainham. Mountjoy Female.
	Duleek Julianstown Slane	co. Meath	Males - Females -	Dundalk. Mountjoy Female.
	Ardee Collon Carlingford Castlebellin- ham. Drogheda Mell Dundalk Dunleer Louth Ravensdale Termonfeckin	co. Louth	Males - Females -	Dundalk Mountjoy Female.
	Carrickma- cross. Castleblayney	co. Monaghan	Males - Females -	Dundalk Armagh.

Class of Prisoners.	Prisons to which committals hitherto made.	Sex.	Prisons to which committals shall hereafter be made.
Persons committed under the Debtors Act, Revenue Prisoners and all other Prisoners not herein-before provided for.	Carrick-on-Shannon, county Leitrim.	Males and Females.	Sligo.
	Drogheda, county Louth -	Males - Females -	Dundalk. Mountjoy Fe male.
	Enniskillen, county Fer- managh.	Males and Females.	Sligo.
	Mullingar, county Westneath	Males - Females -	Kilmainham. Mountjoy Fe- male.
	Omagh, county Tyrone -	Males and Females.	Londonderry.
	Wicklow, county Wicklow -	Males - Females -	Kilmainham. Mountjoy Fe- male.

ORDER OF THE LORD LIEUTENANT, DATED DECEMBER 13, 1901,
AS TO THE PRISONS TO WHICH PRISONERS AT ASSIZES FOR
THE COUNTY OF WESTMEATH OR AT MULLINGAR QUARTER
SESSIONS OUGHT TO BE COMMITTED.

1901. No. 1008.

By the Lord Lieutenant-General and General Governor
of Ireland.

Cadogan.

We, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred on us by "The General Prisons (Ireland) Act, 1877," * and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of December, 1901, and until such time as we shall otherwise direct—

All persons committed for trial at, or sentenced or committed by order of the court at the assizes, held in or for the county of Westmeath, or 'at the quarter sessions held in and for the Division of Mullingar, in the county of Westmeath, who but for this Order would have been confined in the Prison at Tullamore, shall be respectively committed to, and confined in, or removed to Kilmainham Prison, if males, and to Mountjoy Female Prison, if females. and such prisons shall be respectively legal places of confinement for such prisoners.

And we do hereby revoke so much of the Order made by the then Lord Lieutenant-General and General Governor of

* 40 & 41 Vict. c. 49.

Ireland under the provisions of the aforesaid Act, and dated the 19th day of January, 1886, as is inconsistent with this our Order.

Given at Her Majesty's Castle at Dublin, this 13th day of December, 1901.

By His Excellency's Command,

D. Harrel.

ORDER FOR THE LORD LIEUTENANT FOR IRELAND, DATED FEBRUARY 24, 1902, AS TO THE PRISONS TO WHICH CERTAIN CLASSES OF PRISONERS FROM CERTAIN PETTY SESSIONS DISTRICTS ARE TO BE COMMITTED.

1902. No. 181.

By the Lord Lieutenant-General and General Governor of Ireland.

Cadogan.

Whereas [Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.]

And whereas it seems right to us that the several classes of prisoners described in the 1st column of the schedule hereto from the several petty sessions districts or portions of petty sessions districts mentioned in the 2nd column of the said schedule should hereafter be committed to the several prisons respectively mentioned in the 3rd column of the said schedule:

Now we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred on us by the said Act, do hereby order and direct that from and after the 1st day of March, 1902, the several classes of prisoners described in the 1st column of the schedule hereto from the several petty sessions districts or portions of petty sessions districts mentioned in the 2nd column of the said schedule shall be committed to and kept in custody in the respective prisons mentioned in the 3rd column of the said schedule opposite to the description of such prisoners respectively, and such prisons shall be respectively legal places of confinement for such prisoners.

Given at His Majesty's castle of Dublin, this 24th day of February, 1902.

By His Excellency's Command,

D. Harrel.

The Schedule.

Classes of Prisoners.	Petty Sessions Districts or portions of Petty Sessions Districts.	Prisons to which to be hereafter committed.
Persons remanded or sentenced by a Magistrate or Magistrates at Petty Sessions or otherwise, from - - - -	Co. Armagh : Crossmaglen - - { Forkhill - - {	As to Males—Dundalk. As to Females—Armagh.
	Co. Clare : Mountshannon { (portion of) - {	As to Males—Limerick Male. As to Females—Limerick Female.
	Co. Down : Newcastle - - -	Belfast.
	Co. Galway : Mountshannon { (portion of) - {	As to Males—Limerick Male. As to Females—Limerick Female.
	Co. Kilkenny : St. Patrick's Hall (portion of).	Waterford.
	Co. Mayo : Ballaghaderreen (portion of).	Sligo.
	Co. Roscommon : Ballaghaderreen (portion of) - Lowpark (portion of) - - - Loughglynn - -	Sligo.
	Co. Westmeath : Ballynacargy - - { Knockdrin - - { Mullingar - - { Multyfarnham - - {	As to Males—Kilmain- ham. As to Female—Mount- joy.
	Co. Kilkenny : All Petty Sessions Districts.	Waterford.
Females committed under the Debtors Act, Female Revenue Prisoners, and all other Female Prisoners not provided for in the Order of 27th April, 1883, who but for that Order would have been committed to Kilkenny Prison.		

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 22, 1903, AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED FROM THE COUNTY OF TIPPERARY (NORTH RIDING).

1903. No. 705.

By the Lord Lieutenant-General and General Governor of Ireland.

Dudley.

Whereas [*Here follows the first recital to the Order of June 11, 1886, printed at p. 100 above.*]

And whereas it seems right to us, for the purpose of effecting greater economy and convenience in the public service and at the same time preserving the due efficiency thereof that certain classes of male prisoners heretofore committed to Tullamore Prison should hereafter be committed to Clonmel Prison or Limerick Male Prison, or Birr Bridewell, and that certain classes of female prisoners heretofore committed to Tullamore Prison, should hereafter be committed to Limerick Female Prison, or Birr Bridewell :

And whereas certain orders have been made from time to time concerning the commitment and custody of prisoners from the county of Tipperary North Riding, and it seems right to us to consolidate the same :

Now we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of August, 1903, the Orders of the Lord Lieutenant, bearing date the 16th day of July, 1879,* 2nd day of July, 1881,† 29th day of November, 1883,‡ 24th day of August, 1885,§ 11th day of June, 1886,|| 20th day of July, 1886,¶ 20th day of July, 1886,** and 8th day of April, 1903,†† respectively, so far as the same relate to prisoners committed from the county of Tipperary, North Riding, but not further or otherwise, shall be and the same are hereby revoked. And in lieu thereof we do hereby further order and direct that, from and after the said 31st day of August, 1903, the several classes of prisoners described in the schedule hereto shall be committed to the respective prisons in the said schedule mentioned as therein set forth. And we do hereby appoint the said prisons as prisons to which such prisoners shall, from and after the said 31st day of August, 1903, be committed for safe custody or for the purpose of undergoing their terms of

* Printed at p. 66 above.

† Printed at p. 84 above.

‡ Printed at p. 100 above.

§ Printed at p. 106 above.

¶ Printed in Statutory Rules and Orders, 1903. No. 300.

† Printed at p. 74 above.

§ Printed at p. 92 above.

¶ Printed at p. 105 above.

imprisonment notwithstanding anything to the contrary contained in any order heretofore made as aforesaid.

Given at His Majesty's Castle of Dublin, this 22nd day of August, 1903.

By His Excellency's Command,
A. P. MacDonnell.

Schedule above referred to.

Classes of Prisoners.				Prison.
(1.) Persons for Trial at, or committed from	Assizes for -	Co. Tipperary,	Males -	Limerick M.
		N.R. -	Females -	Limerick F.
		Quarter Sessions	Males -	Limerick M.
		Nenagh -	Females -	Limerick F.
		held at -	Males -	Clonmel.
(2.) Persons sentenced or remanded for any term by a Magistrate or Magistrates at Petty Sessions or otherwise, from	Petty Sessions, Districts of -	Thurles -	Females -	Limerick F.
		Cappawhite (portion in Co. Tip. N.R.) -		
		Cloughjordan -	Males -	Limerick M.
		Killaloe (Co. Tip. portion) -	Females -	Limerick F.
		Nenagh -		
		Newport -		
		Borrisoleigh -	Males -	Clonmel.
		Templemore -	Females -	Limerick F.
		Thurles -		
		Birr (Co. Tip. portion) -	Male and Female -	Tullamore.
(3.) Persons sentenced for a term exceeding 3 days, or remanded for a term exceeding 8 days, by a Magistrate or Magistrates at Petty Sessions or otherwise, from	Petty Sessions, Districts of -	Borrisokane -		
		Lorrha -	Males -	Limerick M.
		Moneygall (Co. Tip. portion) -	Females -	Limerick F.
		Roscrea (Co. Tip. portion) -	Males -	Clonmel.
			Females -	Limerick F.
(4.) Persons sentenced by a Magistrate or Magistrates for a term not exceeding 3 days, or remanded by one Magistrate for a term not exceeding 3 days or by two Magistrates for a term not exceeding 8 days, at Petty Sessions or otherwise from	Petty Sessions, Districts of -	Birr (Co. Tip. portion) -		
		Borrisokane -		
		Lorrha -	Males -	Birr Bridewell
		Moneygall (Co. Tip. portion) -	Females -	
		Roscrea (Co. Tip. portion) -		
(5.) All other persons, not described above, committed from		Co. Tipperary,	Males -	Limerick M.
		N.R. -	Females -	Limerick F.

ORDER OF THE LORD LIEUTENANT, DATED AUGUST 22, 1903,
AS TO PRISONS TO WHICH PRISONERS MAY BE COMMITTED
FROM KING'S COUNTY.

1903. No. 704.

By the Lord Lieutenant-General and General Governor of
Ireland.

Dudley.

Whereas [Here follows the first recital to the
Order of June 11, 1886, printed at p. 100 above.]

And whereas an Order was made on the 8th day of April,
1903,* in which it was directed that certain classes of prisoners

* Printed in Statutory Rules and Orders, 1903, No. 300.

who had previously been committed to the bridewell situate in the town of Birr, in King's County, should on and after the 1st day of May, 1903, be committed to Tullamore Prison :

And whereas it seems right to us, for the purpose of effecting greater economy and convenience in the public service and at the same time preserving the due efficiency thereof that the several classes of prisoners described in the schedule hereto should be committed to the respective prisons in the said schedule mentioned as therein set forth :

Now we, the Lord Lieutenant-General and General Governor of Ireland, in pursuance of the powers conferred upon us by the said Act, and of every other power enabling us in this behalf, do hereby order and direct that from and after the 31st day of August, 1903, the Order of the Lord Lieutenant, bearing date the 8th day of April, 1903, so far as the same relates to the several classes of prisoners described in said schedule shall be and the same is hereby revoked ; and we do hereby further order and direct that from and after the said 31st day of August, 1903, the several classes of prisoners described in the said schedule shall be committed to the respective prisons in the said schedule mentioned as therein set forth ; and we do hereby appoint the said prisons as prisons to which such prisoners shall from and after the said 31st day of August, 1903, be committed for safe custody, or for the purpose of undergoing their terms of imprisonment notwithstanding anything to the contrary contained in any Order heretofore made :

And whereas doubts have arisen as to the effect of the said Order of the 8th day of April, 1903, in the case of prisoners committed for further examination, or on remand, and it is desirable that such doubts should be removed :

We do hereby further order and direct that from and after the said 31st day of August, 1903, the said bridewell at Birr shall be a legal place of confinement for persons committed by one justice of the peace for further examination or on remand for terms not exceeding three days and for persons committed by two justices of the peace for further examination or on remand for terms not exceeding eight days, from any petty sessions district from which such persons might have been committed prior to the said Order of 8th April, 1903, and that from and after the said 31st day of August, 1903, such persons may be committed to Birr Bridewell.

Given at His Majesty's Castle of Dublin, this 22nd day of August, 1903.

By His Excellency's Command,

A. P. MacDonnell.

Schedule above referred to.

Classes of Prisoners.				Prison.
Persons sentenced for a term exceeding 3 days, or remanded for a term exceeding 3 days, by a Magistrate, or Magistrates, at Petty Sessions or otherwise, from - - -	Petty Sessions Districts of	Shinrone - -	Males - -	Limerick M.
		Moneygall (King's Co., portion) - -	Females - -	Limerick F.
		Roscrea (King's Co., portion) - -	Males - -	Cloamell.
			Females - -	Limerick F.
Persons sentenced by a Magistrate, or Magistrates, for a term not exceeding 3 days, or remanded by one Magistrate for a term not exceeding 3 days or by two Magistrates for a term not exceeding 3 days, at Petty Sessions or otherwise, from - -	Petty Sessions Districts of	Shinrone - -	Males and Females - -	Birr Bridewell.
		Moneygall (King's Co., portion) - -		
		Roscrea (King's Co., portion) - -		

2. Convict Prisons.

RULES DATED FEBRUARY 14, 1894, MADE BY THE GENERAL PRISONS BOARD FOR IRELAND FOR CONVICT PRISONS, AND CONFIRMED FEBRUARY 24, 1894, BY THE LORD LIEUTENANT IN COUNCIL, AS AMENDED BY RULES DATED MAY 5, 1899, CONFIRMED MAY 13, 1899.*

1894. No. 44, as amended by 1899. No. 54.

In pursuance of the General Prisons (Ireland) Act, 1877,† the General Prisons Board for Ireland hereby make the following rules for the government of convict prisons in Ireland :—

RULES FOR CONVICT PRISONS.

Admission, Discharge, and Removal of Prisoners.

1. Every prisoner shall be searched on admission and at such times subsequently as may be directed, and all prohibited articles shall be taken from him.

* This amending Rule is printed at length in Statutory Rules and Orders 1899, p. 1,179. See also Rules as to Classification and Remission, dated May 2, and confirmed August 6, 1895, printed at p. 182 below.

† 40 & 51 Vict. c. 49.

2. Female prisoners shall be searched by female officers. In other respects the same course shall be pursued in reference to the admission, removal, or discharge of a female prisoner as in the case of a male prisoner.

3. Every prisoner shall take a bath on reception, unless it shall be otherwise directed in any particular case by the governor or medical officer.

4. If any prisoner is found to have any cutaneous disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same.

5. The name, age, height, weight, features, particular marks, general appearance, and such other particulars as may be required in regard to a prisoner shall, upon his admission, and from time to time, be noted in a nominal record in such manner as may be directed.

6. Every prisoner shall, as soon as possible after his admission, be separately examined by the medical officer, who shall record the state of health of the prisoner, and such other particulars as may be directed.

7. After prisoners are received at the prison, an abstract of the rules relating to the conduct and treatment of prisoners shall be read over to them, and proper means shall afterwards be taken by the governor for making them acquainted with the purport and effect of such rules.

8. A photograph shall be taken of every prisoner on first reception into prison, and afterwards as may be directed, but no copy of such photograph shall be given to any person unless he shall be officially authorised to receive it.

9. Any clothing belonging to a prisoner which may be received into a prison may be disposed of, and on his discharge he shall be supplied with suitable clothing.

10. The governor shall cause to be inserted in a book entitled "The Prisoners' Property Book," an entry (to be signed by the prisoner and attested by an officer of the prison) of any money, or other property delivered with or found upon the prisoner on his admission, or that may be sent to him afterwards, which money or other property the steward shall take into his possession, to be accounted for or returned to such prisoner when discharged from the prison; but any such money, or other property, may, at any time during the prisoner's confinement, be delivered to his friends, with the approbation of the General Prisons Board, under an authority signed by the prisoner.

11. Any prohibited articles introduced by prisoners, such as tobacco, pipes, or articles of food not authorised to be used in the prison, shall be destroyed; money so attempted to be introduced, or that may be found on a prisoner or secreted by or for him, shall be forfeited, and carried to the credit of the public.

12. Any prisoner confined in a prison whose term of penal servitude will expire on any Sunday, may be discharged on the Saturday next preceding such Sunday, where such a course would be of advantage to the prisoner.

13. Any gratuity granted to a prisoner on his discharge may be paid through a prisoners' aid society, or in such manner and under such conditions as the General Prisons Board may order for the purpose of preventing its being misapplied.

14. Every prisoner shall be examined by the medical officer previously to being removed to any other prison, or being discharged from prison. No prisoner shall be removed to any other prison unless the medical officer certifies that such prisoner is fit for removal; and no prisoner labouring under any acute or dangerous distemper shall be discharged from prison until, in the opinion of the medical officer, such discharge is safe, unless such prisoner require to be discharged.

Food, Clothing, and Bedding of Prisoners.

15. Smoking shall not be allowed in, nor tobacco be introduced into, a prison except with the consent of, and subject to, the rules made by the General Prisons Board, or unless specially required for medical reasons, and then only under the written authority of the medical officer, which he shall enter in his journal.

16. Each prisoner shall be supplied with a sufficient quantity of wholesome food, according to a scale or scales of diet which shall be established, in which regard shall be had to the sex and employment of such prisoner, and other circumstances which require consideration, and each prisoner shall be supplied accordingly.

17. Scales of diet shall also be framed for sick or invalid prisoners, and for idle or ill-conducted prisoners.

18. Any special addition to the food in the diet scale may, in the case of a prisoner not being a patient in the infirmary, be made only on the written recommendation of the medical officer.

19. The following scales of diet shall be used until otherwise ordered :—

Males.

Diet for Male Prisoners during Probation.

Breakfast - Daily	-	-	$\left\{ \begin{array}{l} 2 \text{ oz. oatmeal,} \\ 1 \text{ oz. rice, and} \\ 1 \text{ oz. Indian meal,} \\ \frac{1}{2} \text{ pint milk.} \\ 4 \text{ oz. bread.} \end{array} \right\}$	made into stirabout.
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Dinner	-	Sunday	-	8 oz. bread.
		Tuesday	-	1 lb. potatoes.
		Thursday	-	8 oz. beef.
			-	1 pint soup, { 1½ oz. vegetables
			-	containing { ½ oz. oatmeal.
			-	{ ½ oz. rice.
Supper	-	Monday	-	12 oz. bread.
		Wednesday	-	½ pint milk.
		Friday	-	2 pint milk.
		Saturday	-	
		Daily	-	8 oz. bread.
			-	½ pint coffee.

Diet for Male Prisoners in Labour Class.

Breakfast	Daily	-	-	2 oz. oatmeal,	} made into stirabout.
				1 oz. rice, and	
				1 oz. Indian meal,	
				$\frac{1}{2}$ pint milk.	
				8 oz. bread.	
				8 oz. beef.	
Dinner	-	-	Sunday	-	{ 1 $\frac{1}{2}$ oz. vegetables. $\frac{1}{2}$ oz. oatmeal. $\frac{1}{2}$ oz. rice.
			Tuesday	-	
			Thursday	-	
				-	
				-	2 $\frac{1}{2}$ lb. potatoes.
			Monday	-	16 oz. bread.
			Wednesday	-	1 pint milk.
			Friday	-	8 oz. beef.
			Saturday	-	1 pint soup, as above.
				-	16 oz. bread.
Supper	Daily	-	-	1 pint coffee.	}
				8 oz. bread.	

Diet for Male Prisoners committed to Cells whilst their cases are awaiting decision, and for Prisoners placed in separate Confinement by the Governor or the Board for special reasons.

Breakfast - Daily	-	-	$2\frac{1}{2}$ oz. oatmeal,	} made into stirabout.			
			$1\frac{1}{4}$ oz. rice, and				
			$1\frac{1}{4}$ oz. Indian meal,				
			$\frac{1}{2}$ pint milk.				
Dinner	{	Sunday	-	6 oz. beef.	} $1\frac{1}{2}$ oz. vegetables.		
		Tuesday	-	$\frac{3}{4}$ pint soup,		} $\frac{1}{2}$ oz. oatmeal.	
		Thursday	-	containing			} $\frac{1}{2}$ oz. rice.
		Saturday	-	to each pint			
			-	12 oz. bread.			
	{	Monday	-	} 16 oz. bread.			
		Wednesday	-				
		Friday	-		1 pint milk.		

Supper	{	Sunday -	-	} 8 oz. bread
		Tuesday	-	
		Thursday	-	
		Saturday	-	
	{	Monday -	-	} 8 oz. bread. ½ pint milk.
		Wednesday	-	
		Friday	-	

Hospital Diets for Male Prisoners in Mountjoy

No. 1.

Breakfast - Daily	-	{	4 oz. bread.
			1 pint tea.
			1 pint milk.
			8 oz. bread.
Dinner - Daily	-	{	1 pint beef tea.
			1 pint milk.
			4 oz. bread.
			1 pint tea.
Supper - Daily	-	{	

No. 2.

Breakfast - Daily	-	{	8 oz. bread.
			1 pint tea.
			1 pint milk.
			1 oz. butter.
Dinner - Daily	-	{	8 oz. bread.
			8 oz. mutton (roast).
			1 lb. potatoes.
			2 oz. vegetables.
Supper - Daily	-	{	8 oz. bread.
			1 pint tea.
			1 oz. butter.

Ingredients and Instructions.

Beef and mutton for the various diets to be of good quality, and to weigh, in the raw state, exclusive of bone, the weight specified in the diet table.

Bread, except in hospital diets, to be made from flour and wheaten meal in equal quantities by weight.

When potatoes cannot be procured of a sufficiently good quality, 8 oz. bread may be issued in lieu of 1 lb. potatoes.

Vegetables shall be onions, leeks, turnips, carrots, parsnips, cabbage, celery, or (preferably) a mixture of any of these.

Coffee, } To every { ½ oz. coffee, ½ oz. chicory, 1 oz. sugar,
Tea, } pint, { and ½ pint milk.
 { ½ oz. tea, ½ oz. sugar, and ¼ pint milk.

Beef Tea.—Each pint to be made from 12 oz. suitable beef.

To the soup and beef tea shall be added pepper and salt to taste.

The following articles may be ordered for patients in hospital as extras or substitutes in special cases, as the medical officer may consider necessary :—

Ale.	Corn flour.	Milk.	Sugar.
Arrowroot.	Eggs.	Porter.	Tea.
Bacon.	Fruit.	Poultry.	Waters (Mineral).
Barley.	Ice.	Rice.	Wine.
Beef tea.	Jam.	Sago.	
Biscuits.	Jelly.	Spirits.	
Butter.	Lemons.	Stout.	

Scale of Dietary for Prisoners in the Intermediate Class.

Breakfast	{	Sunday -	-	12 oz. bread and 1 pint tea.	{	made into stirabout.
		Other days of week.	{	2 oz. oatmeal,		
				1 oz. rice, and		
				1 oz. Indian meal,		
				$\frac{1}{2}$ pint milk.		
				8 oz. bread.		
				6 oz. beef (cooked).		
Dinner	{	Sunday -	-	1 pint soup.	{	
				2 lb. potatoes.		
				4 oz. bread.		
		Monday -	-	2 lb. potatoes.		
		Wednesday	-	4 oz. bread.		
		Friday -	-	1 pint milk.		
		Tuesday -	-	6 oz. beef (cooked).		
		Thursday	-	1 pint soup.		
Supper	{	Saturday	-	2 $\frac{1}{2}$ lb. potatoes.	{	
		Daily -	-	8 oz. bread and 1 pint coffee.		

Soup.—To every pint of the liquor in which the meat is cooked shall be added 1 oz. vegetables, and 1 oz. oatmeal, with pepper and salt to taste.

*Scale of Ordinary Diet for Invalid Prisoners—
(Maryborough).*

Breakfast	Daily	-	12 oz. bread.	
			1 pint cocoa,	
			or,	
			3 oz. oatmeal,	} made into stirabout.
			1 $\frac{1}{2}$ oz. rice, and	
			1 $\frac{1}{2}$ oz. Indian meal,	
			$\frac{1}{2}$ pint milk.	
Dinner	Sunday -	-	8 oz. beef (without bone).	
	Tuesday -	-	1 pint soup.	
	Thursday -	-	2 lb. potatoes.	
	Saturday -	-		
	Monday -	-	12 oz. bread.	
Supper	Wednesday -	-	1 pint coffee.	
	Friday -	-	6 oz. bread.	
	Daily -	-	1 pint cocoa, or tea, or coffee.	

Soup.—This soup shall contain $\frac{1}{2}$ oz. onions, 1 oz. other vegetables, and 1 oz. pearl barley to each pint, with pepper and salt to taste.

Hospital Diets—(Maryborough).

Low.

Breakfast	-	Daily	-	-	4 oz. bread and 1 pint milk.
Dinner	-	Daily	-	-	4 oz. bread and 1 pint beef tea.
Supper	-	Daily	-	-	1 pint arrowroot.

Medium.

Breakfast	-	Daily	-	-	$\left\{ \begin{array}{l} 2 \text{ oz. oatmeal} \\ 1 \text{ oz. rice, and} \\ 1 \text{ oz. Indian meal,} \end{array} \right\}$ made into $\frac{1}{2}$ pint milk. stirabout.
Dinner	-	$\left\{ \begin{array}{l} \text{All days except} \\ \text{Friday.} \end{array} \right.$			$\left\{ \begin{array}{l} 8 \text{ oz. beef or mutton (without} \\ \text{bone), roast, with } \frac{1}{2} \text{ oz. onions} \\ \text{or boiled into 1 pint soup,} \\ \text{same as soup of invalid class,} \\ 6 \text{ oz. bread.} \\ 1 \text{ lb. potatoes.} \end{array} \right.$
Supper	-	Friday	-	-	2 eggs and 8 oz. bread.
	-	Daily	-	-	6 oz. bread and 1 pint tea.

Full.

Breakfast	-	Daily	-	-	8 oz. bread and 1 pint tea.
Dinner	-	$\left\{ \begin{array}{l} \text{All days except} \\ \text{Friday.} \end{array} \right.$			$\left\{ \begin{array}{l} 8 \text{ oz. beef or mutton (without} \\ \text{bone), roast, with } \frac{1}{2} \text{ oz. onions} \\ \text{or boiled into 1 pint soup,} \\ \text{same as soup of invalid class,} \\ \text{or, 5 oz. bacon boiled with} \\ 4 \text{ oz. cabbage.} \\ 2 \text{ lb. potatoes or 8 oz. bread.} \end{array} \right.$
	-	Friday	-	-	$\left\{ \begin{array}{l} 2 \text{ eggs with 8 oz. bread, or with} \\ 2 \text{ lbs. potatoes.} \end{array} \right.$
Supper	-	Daily	-	-	8 oz. bread and 1 pint tea.

Where alternatives are given in invalid or hospital diets, the selection will rest with the medical officers.

The medical officers are authorised to order such reasonable extras as they may consider necessary in special cases.

Ingredients and Instructions—(Maryborough).

Tea.—Each pint to contain $\frac{1}{8}$ oz. tea, $\frac{1}{4}$ oz. sugar, and $\frac{1}{10}$ pint milk.

Coffee.—Each pint to contain $\frac{1}{2}$ oz. coffee, 1 oz. sugar, and $\frac{1}{10}$ pint milk.

Cocoa.—Each pint to contain $\frac{1}{2}$ oz. shell cocoa, 1 oz. sugar, and $\frac{1}{16}$ pint milk.

Beef Tea.—Each pint to be made from 12 oz. suitable beef, with pepper and salt to taste.

Arrowroot.—2 oz. arrowroot and 1 oz. sugar to 1 pint milk.

Beef and Mutton.—To be weighed in the raw state, save where otherwise specified.

Bread.—To be white bread.

Potatoes.—When potatoes cannot be procured of a sufficiently good quality, bread or rice may be substituted.

Vegetables comprise onions, leeks, turnips, carrots, parsnips, cabbage, celery.

Females.

Diet for female Prisoners.

Probation and first three Months of Third Class.

Breakfast -	Sunday -	-	1½ oz. oatmeal,	{	made into stirabout.
	Monday -	-	1½ oz. Indian meal,		
	Wednesday -	-	½ pint milk.		
	Friday -	-	4 oz. bread.		
	Tuesday -	-	8 oz. bread.		
Dinner -	Thursday -	-	1 pint cocoa.	{	
	Saturday -	-			
	Sunday -	-			
	Monday -	-	12 oz. bread.		
	Wednesday -	-	1 pint coffee.		
Supper -	Friday -	-		{	
	Saturday -	-			
	Tuesday -	-	8 oz. meat (with bone).		
	Thursday -	-	1 pint soup.		
		-	2 lbs. potatoes.		
Daily -		-	4 oz. bread.	{	
		-	1 pint tea.		

Remainder of Sentence.

Breakfast -	{ Sunday -	-	1½ oz. oatmeal,	} made into stirabout.
	{ Monday -	-	1½ oz. Indian meal,	
	{ Wednesday -	-	½ pint milk.	
	{ Friday -	-	4 oz. bread.	
Breakfast -	{ Tuesday -	-	8 oz. bread.	
	{ Thursday -	-	1 pint cocoa.	
	{ Saturday -	-		

Dinner	{	Sunday -	-	{	8 oz. meat (with bone).
		Tuesday -	-		1 pint soup.
		Thursday -	-		2 lbs. potatoes.
		Saturday -	-		
	{	Monday -	-	{	12 oz. bread.
		Wednesday -	-		1 pint coffee.
		Friday -	-		
Supper	-	Daily	-	{	4 oz. bread.
				{	1 pint tea.

Diet for female Prisoners committed to Cells whilst their cases are awaiting decision, and for Prisoners placed in Confinement by the Superintendent or the Board for special reasons.

Breakfast	{	Sunday -	-	{	8 oz. bread.
		Monday -	-		1 pint coffee.
		Wednesday -	-		
		Friday -	-		
	{	Tuesday -	-	{	8 oz. bread.
		Thursday -	-		1 pint cocoa.
		Saturday -	-		
Dinner	{	Sunday -	-	{	12 oz. bread.
		Monday -	-		1 pint coffee.
		Wednesday -	-		
		Friday -	-		
	{	Saturday -	-	{	6 oz. meat (with bone).
		Tuesday -	-		1 pint soup.
		Thursday -	-		1 lb. potatoes.
					6 oz. bread.
Supper	-	Daily	-	{	4 oz. bread.
				{	1 pint milk gruel.

Hospital Diet for Female Prisoners.

Low.

Breakfast	-	Daily	-	-	4 oz. bread and 1 pint milk.
Dinner	-	Daily	-	{	$\frac{3}{4}$ pint of beef tea, made from
				{	8 oz. suitable beef.
Supper	-	Daily	-	{	4 oz. bread.
				{	1 pint arrowroot.

Ordinary.

Breakfast	-	Daily	-	-	8 oz. bread and 1 pint tea.
Dinner	-	Daily	-	{	5 oz. (when cooked) mutton,
				{	without bone, roast.
				{	2 oz. vegetables.
Supper	-	Daily	-	{	8 oz. bread, or 1 lb. potatoes, at
				{	discretion of medical officer.
	-		-	-	1 pint milk.

Ingredients and Instructions.

Tea, } To every { $\frac{1}{8}$ oz. tea, $\frac{1}{2}$ oz. sugar, $\frac{1}{2}$ pint milk.
 Coffee } pint. { $\frac{1}{4}$ oz. coffee, 1 oz. sugar, $\frac{1}{2}$ pint milk.
 Cocoa, } { 1 oz. shell cocoa, $\frac{3}{4}$ oz. sugar, $\frac{1}{2}$ pint milk.

Soup.—To every pint of the liquor in which the meat is cooked shall be added 2 oz. vegetables, $\frac{1}{2}$ oz. oatmeal, $\frac{1}{2}$ oz. rice with pepper and salt to taste.

Milk Gruel.—To every pint, 4 oz. oatmeal, and $\frac{1}{2}$ pint milk,

Arrowroot.—1 oz. arrowroot, 1 pint milk, 1 oz. sugar, to produce 1 pint.

Vegetables shall be onions, leeks, turnips, carrots, parsnips, cabbage, celery, or (preferably) a mixture of any of these.

Meat shall be weighed before cooking, save where otherwise specified.

Bread.—In all the diets for female prisoners shall be white bread.

Extras or Substitutes.—The medical officer is authorised to order such reasonable extras or substitutes for the sick as he may consider necessary in special cases.

*Diet for Ill-conducted and Idle Prisoners.**Males and Females.**No. 1 Scale.*

This scale when given for a period of three days or less, is to consist of 1 lb. bread per diem, with water.

When given for more than three days, it is to consist of—

(a) 1lb. bread per diem, with water.

(b) The diet of the class to which the prisoner belongs for alternate and equal periods of one, two, or three days, at the discretion of the governor, subject to any recommendation from the medical officer.

The No. 1 scale may be ordered for any single term, not exceeding eighteen days.

No task of labour is to be enforced on any one of the days on which bread and water constitute the sole food supplied to the prisoner; nevertheless, at the discretion of the governor, he or she may be allowed the option of performing suitable labour in the cell.

No prisoner who has been upon this scale for a period of three days continuously, can again be placed upon it for a fresh offence until the expiration of an interval of three days during which interval the diet of the class to which the prisoner belongs will be given.

No. 2 Scale.

For men or women performing a daily task of light labour in cells.

This scale, when given for a period of twenty-one days, or less, is to be as follows :

Breakfast	-	8 oz. bread.
		{ 1 pint stirabout, containing
		2 oz. oatmeal,
Dinner	-	{ 2 oz. Indian meal.
		{ Salt.
		{ 8 oz. potatoes.
Supper	-	8 oz. bread.

When the No. 2 scale is ordered for a period exceeding twenty-one days, it is to consist of the above diet for the first three weeks and after the fourth week. During the fourth week the prisoner is to receive the diet of the class to which he or she belongs.

The entire period for which any single term of the No. 2 scale may be ordered, is not to exceed forty-two days.

No prisoner who has been upon the scale for a period of twenty-one days continuously, can again be placed upon it until the expiration of an interval of one week, during which interval the diet of the class to which the prisoner belongs will be given.

Males only.

No. 3 Scale.

For men performing a daily task of hard labour in cells—

This scale, when given for a period of forty-two days, or less, is to be as follows :—

Breakfast	-	8 oz. bread.
		{ 1½ pint stirabout, containing
		3 oz. oatmeal.
		{ 3 oz. Indian meal.
Dinner	-	{ Salt.
		{ 8 oz. potatoes.
		{ 8 oz. bread.
Supper	-	8 oz. bread.

When the No. 3 scale is ordered for more than forty-two days, it is to consist of the above-mentioned diet for the first six weeks, and after the eighth week. During the interval of fourteen days the prisoner is to receive the diet of the class to which he belongs.

The entire period for which any single term of the No. 3 scale may be ordered, is not to exceed eighty-four days.

No prisoner who has been upon this scale for a period of forty-two days continuously, can again be placed upon it until the expiration of an interval of fourteen days, during which interval he will receive the diet of the class to which he belongs.

If a prisoner who is already on the No. 2 scale or No. 3 scale should misconduct himself in such a way as to necessitate the employment of the No. 1 scale, the scale upon

which he was first placed may be temporarily interrupted, and he may be placed on the No. 1 scale, under the instructions applying to that scale. On the expiration of the period awarded on the No. 1 scale, he is to resume the scale originally ordered and the period during which he was upon the No. 1 scale is not to count as part of the period on either of the other scales to which he was originally sentenced.

20. The governor shall consult the medical officer respecting the quality of the provisions furnished to the prisoners.

21. A prisoner who has any complaint to make regarding the diet furnished to him, or wishes his diet to be weighed or measured to ascertain whether he is supplied with the authorised quantity, must make his request as soon as possible after the diet is handed to him, and it will be weighed or measured in his presence, and in that of the officer deputed for that purpose. Should, however, repeated complaints of a groundless nature be made by any prisoner under colour of this rule, with the evident purpose of giving annoyance or trouble, it shall be treated as a breach of prison discipline, and the offender will be liable to punishment accordingly.

22. A prisoner shall not be allowed any wine, beer, or other fermented liquor, unless he is under treatment in the infirmary, and then only under a written order from the medical officer, which shall specify the quantity, and the name of the prisoner for whose use it is intended.

23. Every prisoner shall be provided with a complete prison dress, sufficient for warmth, and shall be required to wear it.

24. Every prisoner shall be supplied with sufficient bedding as may be directed. Such additional clothing and bedding may be issued during severe weather, or in special cases, as the medical officer may deem requisite.

25. A male prisoner may be required to sleep on a wooden bed without a mattress during such time as may be determined by the rules of the prison under Rule 103.

26. Each prisoner shall usually occupy a cell by himself by day and night (except as otherwise directed). If, for medical reasons, or other special circumstances, it shall be necessary that prisoners shall be associated, not fewer than three male prisoners may be located in one room, in which each shall be supplied with a separate bed.

27. A prisoner shall not be allowed to have in his possession any article not supplied by the prison.

Cleanliness.

28. A high degree of cleanliness shall be enforced in every part of the prison, and also with respect to the persons of the prisoners, their clothing and bedding, and everything in use.

29. Every prisoner shall obey such regulations as regards washing, bathing, and hair-cutting, as may be from time to time established with a view to the maintenance of health and cleanliness.

30. A prisoner shall not be stripped in the presence of any other prisoner.

31. Every prisoner shall be allowed a sufficient supply of clean linen, towels, soap, &c.

32. Each prisoner shall keep his cell, utensils, books, and other articles issued for his use, and his clothing and bedding clean and neatly arranged, and shall clean and sweep the yards, passages, and other parts of the prison as may be directed.

Classification and License to be at large.

33. Every prisoner shall on reception into prison pass in separate confinement such portion of his sentence as shall be ordered by the Lord Lieutenant, and shall subsequently be eligible for employment on public works.

34. A progressive system of classes shall be established with specific privileges attached to each class, and every prisoner shall have the opportunity of profiting by this system.

35. A prisoner while in any class shall be entitled to every privilege attached to that class, unless he shall forfeit any privilege as hereafter provided for.

36. The promotion of a prisoner from one class to another shall be gained by industry, but it may be postponed for idleness or misconduct, or he may be removed to a lower class, or he may forfeit any of the privileges of his class.

37. By hard labour and industry with good conduct a male prisoner may render himself eligible for a license when one-fourth of his sentence has yet to run. In like manner a female prisoner may render herself eligible for a license when one-third of her sentence has yet to run. This rule will not apply to a prisoner under sentence of penal servitude for life.

38. The case of a prisoner under sentence of penal servitude for life will be brought before the Lord Lieutenant at the end of 20 years, and will be specially considered.

39. A female prisoner will be allowed, on such conditions as may be laid down to pass the last nine months of her imprisonment in a refuge or refuge class.

40. A daily record of the industry of every prisoner shall be kept in marks, which record shall be carefully supervised by the governor and deputy-governor, and every prisoner

shall be required to earn, as a condition of becoming eligible for a license as above mentioned, the number of marks assigned to his sentence, and, in addition, any marks he may have forfeited as provided under the rules for prison offences.

41. He shall also be required to earn, as a condition of obtaining promotion to a higher class, the number of marks assigned to the next lower class, and, in addition, any marks forfeited for class as provided under the rules for prison offences.

42. A prisoner who is unable but not unwilling to perform hard labour, or who is under medical treatment in the infirmary, may receive marks according to the circumstances of the case.

43. The record of marks gained by a prisoner shall be communicated to him from time to time in such a manner as may be directed.

Employment of Prisoners.

44. Every prisoner, whether in separate confinement or on public works, shall be employed, unless prevented by sickness, in such work as the governor shall appoint, every day, except Sunday, and the holy days of the Church to which the prisoner belongs. The hours of work in each day shall not exceed 10, exclusive of the time allowed for meals.

45. A prisoner may be employed in the service of the prison, but shall not be employed in the discipline thereof, or in the service of any officer, or servant thereof, or in the service or education of any other prisoner.

46. On Sunday and holy days the employment of prisoners shall be confined to what is strictly necessary for the service of the prison.

47. A prisoner who is a Jew shall not be compelled to labour on his Sabbath, or on such days of Festival as shall be ordered from time to time.

Health of Prisoners.

48. Prisoners who are in separate confinement or who are employed at indoor work shall be permitted to take such exercise in the open air as may be deemed necessary for their health, on medical grounds.

49. A cell shall not be occupied by a prisoner in separate or close confinement unless it can be so occupied without detriment to health, and is furnished with a means of enabling him to communicate at any time with an officer of the prison.

The Chaplains and their Assistants, and the Religious Instruction of Prisoners.

50. Each chaplain shall be a clergyman approved by lawful authority.

51. He shall not, without the permission of the General Prisons Board, hold any other preferment with cure of souls, nor will he be permitted to take pupils.

52. He shall reside at the prison if the Board shall so direct.

53. He shall be subject to no control in matters *strictly within his department* but that of the General Prisons Board, or of the Lord Lieutenant.

54. He shall represent to the General Prisons Board, and to the inspector and governor whatever may appear to him to be worthy of their notice, or suggest anything which he may conceive likely to prove beneficial to the prisoners, or tend to their reformation or industrial training; but he shall take care not to interfere with the established rules and regulations of the prison as to security, or the routine of discipline and labour.

55. He shall also be careful to conform to all such rules himself, so far as they apply to him.

56. He shall perform Divine service according to the rites of his Church, and preach a sermon or give religious instruction in the chapel or other appointed place both morning and evening (unless especially excepted by the General Prisons Board) every Sunday in the year, and every holiday of his Church, at such hours as shall be appointed.

57. Prayers shall also be read by the chaplain, or, in his absence, by the senior principal warder, or warder of the same religious persuasion, at the appointed times.

58. The governor shall be responsible that arrangements are made, in conjunction with the chaplains, that the reading of prayers, and the religious attendance on the sick in the infirmary are conducted so that prisoners of different religious persuasions shall not be annoyed thereby.

59. The chaplains shall keep an accurate register of the burials of all prisoners belonging to their respective Churches who may die in the prison, and they shall, if required, attend at the interment of such prisoners.

60. The chaplain shall endeavour, by all means in his power, and particularly by encouraging their confidence, to obtain an intimate knowledge of the character and disposition of each prisoner under his care, and he is expected to allot a considerable portion of his time to visiting, admonishing, and instructing such prisoners.

61. Whenever he shall be desirous of assembling any number of prisoners for the purposes of admonition and religious instruction, he shall notify, in writing, his wish upon that subject to the governor, who shall thereupon give the necessary orders for their being so assembled, taking care not to interfere with the hours appointed for labour, exercise, or rest.

62. He shall keep a "journal" of all occurrences of importance within his observation or knowledge, and shall enter therein, from time to time, such particulars or observations as to the character, conduct, and progressive improvement of the prisoners during their confinement as he may think desirable. He shall also insert the date of the death of such as may die within the prison, with entries of the interment of each.

63. His journal, and other documents that may be required, shall be submitted to the General Prisons Board or inspector, and he shall make such periodical or other reports as from time to time may be required of him.

64. He shall visit daily any prisoner of his Church who may be separated under punishment or special discipline, or in confinement for any offence committed in the prison.

65. It being of the utmost importance that the chaplain should be fully informed concerning the moral state of the prisoners, the governor shall communicate to him, without delay all such occurrences as may appear to render his interposition expedient. The subordinate officers are also required to give the chaplain the earliest information on such subjects, when they shall meet him in the parts of the prison to which they respectively belong.

66. The General Prisons Board may, upon the application of any chaplain, approve of certain clergymen, not exceeding three in number, of the same religious persuasion as such chaplain, from whom he may appoint a substitute or substitutes, or accept assistance under the circumstances, and in the cases hereinafter provided.

67. The chaplain shall insert the names and residences of the clergymen so approved of in the chaplain's journal.

68. The chaplain, when he is absent on leave, or when, from sickness or other sufficient cause, he is prevented from performing his duties in person, may nominate one or more of the clergymen so approved of as his substitute or substitutes, or may accept the assistance of any of the said clergymen in performance of his duties.

69. The General Prisons Board may withdraw an approval given under this rule.

70. The chaplains shall administer the sacraments of their respective Churches subject to the direction of their bishops.

71. They shall freely and confidentially communicate with the General Prisons Board on all matters within their department, apprizing the Board of any occurrence of importance affecting the moral or religious welfare of the prisoners.

72. They shall submit to the General Prisons Board, at such time in each year as may be fixed by the Board, a report, in writing, specifying, with reference to the preceding year, the religious and moral condition of the prisoners belonging to their respective Churches, and the apparent effects of the discipline of the prison.

73. They shall, in conjunction with the governor, use their best endeavours to provide for the employment of prisoners on discharge.

74. If any prisoner who is of a religious persuasion different from that of the appointed chaplains shall specially request that a minister of such persuasion may be allowed to visit him, the governor shall permit it at proper and reasonable times, under such regulations as may be approved by the General Prisons Board. The governor shall cause such prisoners to be made acquainted with this privilege on their admission.

75. A prisoner will not be allowed to change his religion except in any special case in which the General Prisons Board shall be satisfied after due enquiry that the change is proposed from conscientious motives, and is not sought from any idle whim or caprice, or from a desire to escape from any prison regulations.

76. A prison minister appointed to attend any prison shall be made acquainted with the names of all prisoners of his persuasion, and with such other particulars respecting them as may be necessary for the performance of his duties, but he shall not hold communication with any prisoners other than those of his own persuasion.

77. Convenient hours shall be appropriated by the governor during which such prison minister shall have access to prisoners of his persuasion for the purpose of affording to them religious instruction.

78. Such prison minister shall, so far as may be practicable, see and admonish every prisoner of his persuasion, both on admission and on discharge.

79. Such prison minister shall visit the sick prisoners of his persuasion, and those who are under punishment or under special discipline, as the exigences of each case may require.

80. Such prison minister shall have access to the catalogue of books to be issued to prisoners, and no book to which he makes objection shall be issued to any prisoner of his persuasion.

81. Such prison minister shall himself conform to the rules of the prison, and shall not interfere with the working of them, as regards the security, discipline, and labour of the prisoners, but shall support the governor in the maintenance of discipline and order.

82. Prisoners shall attend prayers or religious services whenever performed, unless allowed by the governor to be absent for sufficient reason.

83. Each prisoner shall be furnished with a Bible and prayer book, such as is approved for the denomination to which he belongs.

84. No books or printed papers shall be admitted into any prison for circulation among the prisoners unless approved of by the General Prisons Board; and no books or printed papers intended for the religious instruction of prisoners shall be admitted without the concurrence of the respective chaplains; provided that in case there may be a difference of opinion between the chaplain and General Prisons Board with respect to books or printed papers proposed to be admitted for the religious instruction of a prisoner a reference may be made by the General Prisons Board to the bishop of the diocese, the moderator of the General Assembly of the Presbyterian Church in Ireland, or other supreme authority of the Church to which the prisoner belongs, whose decision on this class of books or printed papers shall be final.

Instruction of Prisoners.

85. Provision shall be made in every prison for the instruction of prisoners in reading, writing, and arithmetic, during such hours and to such extent as may be appointed, provided that such hours shall not be deducted from the hours prescribed for labour.

86. It will be the duty of the chaplain and the assistant chaplain to give their personal superintendence in the schools; and the chaplain will carry out such course of instruction as may be directed.

87. Prisoners who do not do their best to profit by the instruction afforded them, may be deprived of any advantages which might be accorded to them, in the same way as if they had been idle or negligent at labour.

88. A library shall be provided in each prison, consisting of such books as may from time to time be sanctioned by the General Prisons Board, which may be furnished to the prisoners under the conditions laid down from time to time; and, except as provided in the rules, no newspapers or books other than those supplied to the prison library, shall be permitted for the use of prisoners.

Visits to and Communications with Prisoners.

89. Communications between prisoners and their friends by visits and letters will be allowed as hereinafter described, subject to such restrictions as may be imposed for the maintenance of discipline and order in prison.

90. A prisoner, after six months of the term of his sentence have expired, shall, provided his conduct and industry have been satisfactory, be allowed to communicate with his relatives and respectable friends by letter, and to be visited by them in the prison, and subsequently he shall be allowed the same privilege, at intervals, to be determined according to the class he has attained by his conduct and industry. No other person shall be allowed to communicate with a prisoner except by special authority. These privileges may be forfeited at any time for idleness or misconduct or breach of the regulations of the prison.

91. A prisoner will not be allowed to communicate with his friends when not entitled to do so by the rules, except by permission of the General Prisons Board; but under urgent or pressing circumstances not admitting of delay, the governor may grant such permission, informing the General Prisons Board and recording the same in his journal.

92. Every letter to or from a prisoner shall be read by the governor and chaplain; and if the contents be objectionable, it shall not be forwarded, or the objectionable part shall be erased, according to discretion.

93. Any matter of importance to a prisoner may at any time be communicated to him or to his friends by the governor.

94. When a prisoner is eligible to receive a visit the governor shall communicate with such friends of the prisoner as he may desire to visit him, and shall furnish them with an order for a visit.

95. If a prisoner shall be entitled under Rule 90 to receive a visit, and the governor shall think fit to refuse admission to the friends of such prisoner, he shall enter the fact in his journal and the cause thereof.

96. When the governor has any ground for suspicion he may search, or cause to be searched, male visitors, and may direct the matron or some other female officer to search female visitors, such search not to be in the presence of any prisoner or of another visitor; and in case of any visitor refusing to be searched, the governor may deny him or her admission; the grounds of such proceeding, with the particulars thereof, to be entered in his journal.

97. If there are reasonable grounds for suspecting that any person who may come to the prison for the purpose of

seeing a prisoner brings in or takes out any articles for an improper purpose, or contrary to the regulations of the prison, or whose conduct may tend to subvert the discipline or good order necessary to be maintained in the prison, the governor is authorised to suspend the visit of such person and to remove him from the prison, duly recording the fact in his journal.

98. Visitors to a prisoner shall be admitted only to the place appropriated for the purpose, except in special cases under the authority of the General Prisons Board, and in the case of a prisoner reported by the medical officer to be seriously ill, who may be visited elsewhere by any near relative or friend, by a written order of the governor.

99. Male prisoners shall be visited in the presence of a male officer; female prisoners in the presence of a female officer.

100. A visitor shall not be admitted until he has given his name and address, and relationship to, or connexion with, the prisoner, if any, and these particulars shall be duly recorded.

Prison Offences.

101. No punishment or privation of any kind shall be awarded to a prisoner by any officer of the prison except the governor, or in his absence the officer appointed to act for him.

102. A prisoner shall be deemed guilty of an offence who shall—

- (1.) disobey any order of the governor or of any other officer;
- (2.) treat with disrespect any officer or servant of the prison, or any visitor, or any person employed in connexion with the prison or works;
- (3.) be idle, careless, or negligent at work, or refuse to work;
- (4.) be absent without leave from Divine service, or prayers, or school instruction;
- (5.) behave irreverently at Divine service, or prayers;
- (6.) swear, curse, or use any abusive, insolent, threatening, or other improper language;
- (7.) be indecent in language, act, or gesture;
- (8.) assault any person;
- (9.) converse or hold intercourse with another prisoner without authority;
- (10.) sing, whistle, or make any unnecessary noise, or give any unnecessary trouble;

- (11.) leave his cell or other appointed location, or his place of work, without permission ;
- (12.) in any way disfigure or injure any part of the prison, or any article to which he may have access ;
- (13.) commit any nuisance :
- (14.) have in his cell or possession any article he is not allowed to have ;
- (15.) give to or receive from any prisoner any article whatever without leave ;
- (16.) refuse or neglect to conform to rules and orders laid down ;
- (17.) in any other way offend against good order and discipline ;
- (18.) Attempt to do any of the foregoing acts.

103. A prisoner guilty of an offence may be awarded for the same by the governor any one or more of the following punishments :—

- (1.) Close confinement in a partially darkened or light cell for any time not exceeding three days.
- (2.) No. 1 diet of the authorised scale for any time not exceeding three days.
- (3.) Separate confinement at first or second class hard labour on the diet authorised for prisoners so employed, for any time not exceeding 28 days, of which period any term of close confinement awarded at the same time shall form part.
- (4.) Reduction from a higher class to a lower class or suspension of any of the privileges of any class for any time not exceeding three months.
- (5.) Postponement of promotion to a higher class for any time not exceeding three months.
- (6.) Deprivation of mattress for any time not exceeding three days for idleness or refusing to work, or refusing to leave the separate cells.
- (7.) Forfeiture of remission for any period not exceeding 14 days.

104. If any prisoner be guilty of any serious or repeated offence for which the punishment which the governor is authorised to inflict shall be deemed insufficient, the governor shall, without loss of time, report the same to the General Prisons Board, who are empowered through an inspector, or a member of the board, to inquire into the same on oath, and to award to such prisoner forfeiture of the privilege of remission or of the privilege of classification as well as any one or more of the following punishments or restraints :

- (1.) Close confinement in a partially darkened or light cell for any term not exceeding 28 days.

(2.) Separate confinement for any term not exceeding nine months.

(3.) While undergoing any of these punishments a prisoner will be placed on such diet as may be directed in accordance with the authorised scales.

105. Any prisoner who shall assault or attempt to assault any person, or who shall escape or attempt to escape, may, by order in writing by the General Prisons Board, after satisfying themselves that the offence was committed, be made to wear a distinctive dress, and be restrained in leg chains or cross irons for any period not exceeding six months.

106. Any prisoner who shall injure or destroy his clothing may be made to wear a canvas dress by written order of the General Prisons Board, after full inquiry by an inspector or member of the Board.

107. Any of the following offences proved on oath to have been committed by a male prisoner will render him liable to corporal punishment :—

(1.) Mutiny or open incitement to mutiny : personal violence to any officer or servant of the prison, or to a fellow prisoner ; grossly offensive or abusive language to any officer or servant of the prison.

(2.) Wilfully or wantonly breaking the prison windows, or otherwise destroying the prison property.

(3.) When under punishment, wilfully making a disturbance tending to interrupt the order and discipline of the prison.

(4.) Any other act of gross misconduct or insubordination requiring to be suppressed by extraordinary means.

108. Corporal punishment, in the case of a prisoner over 18 years of age, shall be inflicted either with a cat o' nine tails or a birch rod, and in the case of a prisoner under 18 years of age, with a birch rod ; the instrument in either case, shall be of a pattern approved by the Lord Lieutenant.

109. The number of lashes ' inflicted on a prisoner over 18 years of age shall not exceed 36, or on a prisoner under 18 years of age 18.

110. The order for corporal punishment shall be duly entered in the appointed manner, and the number of lashes, and the instruments with which they are to be inflicted, shall in all cases be stated in such order.

111. A prisoner shall not be punished until he has had an opportunity of hearing the charges and evidence against him and of making his defence.

112. Dietary punishment shall not be inflicted on any prisoner, nor shall he be placed in a punishment cell, nor shall

corporal punishment be inflicted, unless the medical officer shall have certified that such prisoner is in a fit condition of health to undergo such punishment.

113. Irons or other means of restraint shall not be used except of such patterns and in such manner as may be approved by the Lord Lieutenant.

114. For violence or insubordination, a prisoner may, if necessary, be restrained by the governor, in handcuffs, for not more than 24 hours, or, in the case of an invalid prisoner, with the concurrence of the medical officer, by the body belt; and the use of these restraints shall be recorded by the governor in his journal.

Offences in Relation to Prisons.

115. Any person who shall bring spirits, fermented liquor, tobacco, letters, or other prohibited articles into the prison, or who may attempt by any means to introduce into the prison, letters or other prohibited articles, may be at once apprehended, and he shall be taken before a justice of the peace. A notice board shall be kept affixed in some conspicuous place near the prison gate, cautioning persons from bringing any such articles into the prison.

Prison Officers.

116. Every officer of a prison shall hold his office during the pleasure of the Lord Lieutenant.

117. All officers placed in authority over prisoners, and all persons employed in the prison, must be of good moral principles and unblemished character; any disreputable conduct will render an officer liable to dismissal.

118. For misconduct or neglect or violation of duty, any subordinate officer may be fined according to such scale as may be approved by the Lord Lieutenant from time to time.

*119. Every officer whose appointment has been confirmed shall give a month's notice before leaving the service. Every such officer who is not entitled either to pension or gratuity, and who is not dismissed, shall receive one month's notice of discharge.

120. Subordinate officers or servants (except those on temporary employment, or on probation, or on weekly wages), leaving without a month's previous notice in writing, or who shall so misconduct themselves as to occasion their immediate suspension and subsequent dismissal, shall be liable, by order of the General Prisons Board, to forfeit a sum not exceeding one month's pay. Those excepted as above shall be liable to a forfeiture of a week's pay, under similar circumstances.

* This new Rule 119 was substituted for the previous Rule 119 by the Rule of May, 1899. This Rule having been laid before Parliament for 40 days, came into operation on the 25th June, 1899.

121. Intoxication of an officer will be visited with dismissal; and it will not be taken into consideration at what place or hour he may be intoxicated, or whether it be a greater or less degree of intoxication, nor will it be regarded as any excuse that the person offending may think himself capable of performing the duties of his situation; it being absolutely necessary that all persons connected with the prison should be perfectly sober at all times. Swearing and improper language, incurring debts which he is unable to pay, the habit of frequenting public-houses or keeping bad company, and gambling or card playing, will be considered sufficient ground for the discontinuance of an officer's services.

122. Serious pecuniary embarrassment will be regarded as impairing the efficiency of an officer, and such embarrassment if occasioned by imprudence or other reprehensible cause, will be held to be an offence as affecting the trustworthiness of the officer and the respectability of the service, and the officer embarrassed will forfeit his claim to promotion or increase of pay until free from such embarrassment, or be more severely dealt with according to the circumstances of the case.

123. An officer becoming a party to an accommodation bill, under any circumstances, will be treated in the same way as an officer whose pecuniary embarrassment is an offence.

124. Any officer who may be arrested, or against whom proceedings may be taken with a view to bankruptcy, shall at once make known the fact to the governor for the information of the General Prisons Board, and any officer who shall fail so to inform the governor will, upon the fact becoming known, be dismissed the service.

125. All officers will be held responsible for being fully acquainted with the rules and orders relating to their respective duties. They shall strictly conform to and obey the orders of the governor in every respect.

126. No officer or servant entrusted with keys shall take them out of the prison, leave them lying about, or lend them to another on any pretence whatever, but shall, when leaving the prison or coming off duty on any occasion, deliver his keys to such officer as may be authorised to receive them.

127. All officers shall assist the governor in maintaining order and discipline among the prisoners. For this end, punishment for prison offences must sometimes be resorted to by the governor, upon their report and on due inquiry into the facts; but good temper and good example on the part of the officers will have great influence in preventing the frequent recurrence of offences, and the necessity for such punishments.

128. An officer may not be absent from duty without leave, and such leave may not be granted unless provision is made for the performance of his duties during his absence.

129. Every officer shall occupy such quarters as may be assigned to him.

130. No subordinate officer or servant shall be permitted to receive any visitors in the interior of the prison without the sanction of the governor; and all such officers and servants not resident in the prison are required to live within such limits as shall be from time to time laid down.

131. An officer who may be dismissed, or who may resign, is required immediately to give up the quarters he may have occupied.

132. Any officer who may occupy quarters shall at any time vacate such quarters if required to do so.

133. On the death of an officer, his family shall give up such quarters when required to do so.

134. An officer occupying Government quarters shall not keep a shop or a school or let lodgings therein, nor shall any subordinate officer permit any person not being a regular member of his family to remain for the night in such quarters without the permission of the governor, which permission he shall record in his journal.

135. Such officers as may be ordered shall attend prayers or Divine service with the prisoners.

136. The subordinate officers shall at all times treat their superiors with respect. They shall be respectful to the authorities of other departments of Government employed on the public works, and shall afford all proper assistance to those with whom their duty calls on them to co-operate, taking care, in so doing, not to lose sight of the rules and regulations of the prison, or of special orders they may from time to time receive from the prison authorities.

137. All subordinate officers shall pay strict attention to cleanliness of person and dress, and shall at all times when on duty wear a uniform of such description and materials as the General Prisons Board may order, and further shall conform to such regulations concerning their personal appearance as may be established. Plain clothes may be worn by subordinate officers when off duty, provided they enter their names in the appointed book before leaving the prison. Governors may temporarily suspend this privilege in the case of an officer whose conduct has not been satisfactory, or where any special and exceptional circumstances seem to justify or require it.

138. Any officer desiring to appeal against any decision which affects him, or wishing to bring any matter before superior authority, will, without unnecessary delay, state his complaint to the governor, for the consideration of the General Prisons Board.

139. All officers must understand that their prospects of promotion must depend on the report which their superiors may make as to their qualifications for, and as to their conduct in, the performance of their duties, and any officer who may attempt to bring private interest to bear for the purpose of influencing the General Prisons Board to promote him will be considered as having disqualified himself for the promotion which he may thus have sought to obtain.

140. All officers are held responsible that they and their families are vaccinated according to law, and on appointment are not to be allowed to occupy public quarters or to enter on their duties until this requirement has been satisfied.

141. Any officer who may be suspended for misconduct shall immediately give up his keys and quit the prison, if required, but shall afterwards attend daily at the prison at such hour as the governor may appoint until otherwise directed.

142. An officer shall not use tobacco or spirituous or fermented liquors within the prison walls, except under such restrictions as to time and place as may be laid down by the governor, and approved by the General Prisons Board.

143. Officers may, if the terms of the contract permit it, purchase from any contractor provisions for the use of themselves and their families at the contract rates.

144. The fund arising from fines inflicted upon officers may be applied by the General Prisons Board in such manner as may be prescribed for the relief of subordinate officers liable to fines and of their widows and children.

145. An officer shall not directly or indirectly have any interest in any contract or agreement for the supply of the prison; nor shall he receive, directly or indirectly, under any pretence whatsoever, any fee, or gratuity, or present from any contractor, or person tendering any contract with the establishment, or from any person whatever in relation to anything connected with the service of any prison.

146. A title as "acting" of a higher rank than that to which any officer actually belongs is not to be conferred upon him.

147. An officer shall not hold any local office connected with local government.

148. An officer shall not make any unauthorised communication concerning the prison or prisoners to any person whatever, and shall not without authority communicate to the public press information derived from official sources or connected with his duties or the prison, and any such communication by an officer without authority will be regarded as a breach of confidence and will render him liable to dismissal.

149. An officer shall not publish a book on matters relating to the prison department without the sanction of the General Prisons Board.

150. The great object of reclaiming the criminal should always be kept in view by all officers, and they should strive to acquire a moral influence over the prisoners by performing their duties conscientiously, but without harshness. They should especially try to raise the prisoners' minds to a proper feeling of moral obligation, by the example of their own uniform regard to truth and integrity, even in the smallest matters. Such conduct will, in most cases, command the respect and confidence of prisoners, and will make the duties of the officers more satisfactory to themselves, and more useful to the public.

151. It is the duty of all officers to treat the prisoners with kindness and humanity, being firm, at the same time, in maintaining order and discipline, and enforcing complete observance of all rules and orders.

152. An officer shall not speak to a prisoner unnecessarily, nor shall he, by word, gesture, or demeanour do anything which may tend to irritate any prisoner.

153. An officer shall not strike a prisoner, unless compelled to do so in self-defence.

154. In any case in which the application of force to a prisoner may be needful, no more force than is necessary shall be used.

155. An officer shall not inflict any punishment or privation of any kind upon any prisoner unless ordered by the governor.

156. Officers shall at all times carefully watch the prisoners in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost alacrity and vigilance to promote industry, and to maintain order and silence among them, and to prevent the escape of any prisoner.

157. An officer shall not allow any familiarity on the part of a prisoner towards himself or any other officer or servant of the prison; nor shall he on any account speak of his duties, or of any matters of discipline or prison arrangement within the hearing of a prisoner.

158. An officer shall not have any pecuniary or other dealing whatsoever with or on behalf of any prisoner, or employ any prisoner on his private account.

159. Every officer shall be careful not to allow any prisoner under his charge to be employed, directly or indirectly, for the private benefit or advantage of any person or persons, or in any way not in conformity to the rules.

160. An officer shall not correspond with or hold any intercourse with the friends or relatives of any prisoner, unless expressly authorised by the governor.

161. An officer shall not receive, directly or indirectly, under any pretence whatsoever, any fee or present from any person visiting the prison.

162. Every officer shall see that no disrespect is shown by the prisoners to the officers or persons employed in other departments of Government on the public works.

163. Officers shall carefully observe the character, habits, and industry of the prisoners under their charge, and shall carefully and impartially keep such records as may be ordered, and shall afford at all times to their superiors unreserved information on such subjects.

164. Officers shall duly inform the governor of any prisoner who desires to see him, or to make any complaint or prefer any request to him or to any superior authority. Any neglect in carrying out this instruction will be most severely dealt with.

165. It shall be the duty of every officer to direct the attention of the governor to any prisoner who may appear to be out of health, although he may not complain, or whose state of mind may appear to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case.

166. An officer shall not fail on any pretence whatever, through favour, or mistaken notions of kindness, to make an immediate report to the governor, or other his superior officer, of any misconduct or wilful disobedience of orders.

167. Every officer shall forthwith report in such manner as may be directed any defect in the washing-places, baths and other provision for the purposes of cleanliness or sanitation, as well as any defect or insufficiency in any of the buildings, walls, &c., which may affect the safe custody of the prisoners or the maintenance of discipline and order among them.

168. Female officers shall in all cases attend female prisoners in every prison.

169. A male officer shall not enter a prison or division of a prison appropriated to female prisoners except on duty, nor unless accompanied by a female officer.

170. On all occasions, the officer who receives charge of a party of prisoners shall count the number of prisoners therein, and repeat the number aloud to the officer from whom he receives them, after which the officer in charge shall be held responsible for their safe custody and regular conduct, and

especially that they do not struggle or hold unauthorised communication with each other or with any other unauthorised persons, or in any way get possession of prohibited articles.

171. All officers or servants on being relieved from any particular duty, or transferred to another part of the prison, shall point out to their successors all matters of special importance connected with their duties, and explain any directions of the governor, medical officer, or other superior officer, affecting any particular prisoner.

172. Leave of absence, not exceeding fourteen days in each year, will be ordinarily granted to each of the subordinate officers of the prison. Leave, however, shall not be claimed as a right, nor will it be granted except as an indulgence to officers whose conduct shall, in all respects, be perfectly satisfactory; and then only at such periods and under such restrictions, as a due regard to the interests and efficiency of the service will admit. No deduction will be made from the pay of officers to whom leave may be granted under the foregoing rule.

173. Any officer who observes or learns of any breach of rules or improper treatment of officers or of prisoners by any prison officer must report the same in writing to the General Prisons Board, the inspector, or the governor at once, or at latest within forty-eight hours after such has come to his knowledge.

174. The foregoing rules are to be understood to apply to servants as well as officers of the prison.

The Governor.

175. The governor shall reside in the house assigned to him, and shall not, without permission in writing from the General Prisons Board, be absent from it for a night, except from unavoidable necessity. If from unavoidable necessity he shall be absent for a night, and shall not have been able to obtain leave for such absence, he shall at once inform the General Prisons Board of the fact, and the cause of it, and shall record the same in his journal. He shall also enter his leave of absence, with the authority for it, in his journal. Before leaving the prison at any time, he shall give over the charge of it to the deputy governor, or to the officer who may be acting in his place.

176. The governor shall strictly conform to the law relating to prisons and to the rules thereof, and shall be responsible for the due observance of them by others.

177. He shall take every precaution to prevent the escape of prisoners, and shall take care that all officers are well instructed as to their responsibility in this respect and vigilant in fulfilling it.

178. He shall require reports to be made to him accounting for all prisoners in his custody night and morning at the closing and opening of the prison respectively, at such hours as they go to and return from labour, and at such other times as may be necessary.

179. He shall also assure himself by his own inspection or by reports made to him of the presence and fitness for duty of all officers told off for duty.

180. The governor shall be present at the unlocking of his prison, and he or the chief warder shall be present at lockings.

181. He shall assure himself that all gates are locked at the proper times, and that all keys of the prison are kept in the authorised place or in the possession of the authorised officers, and he shall not allow any key of the prison to be taken outside the gate.

182. He shall not allow any person besides the authorised officers to pass into or out of the prison after the gates are locked for the night, nor until the hour appointed for opening the prison on the following morning, except in some special case, which latter shall be entered in his journal.

183. He shall observe the conduct of the prison officers, and enforce on each of them the due execution of his duties, and shall not permit any subordinate officer to be employed in any private capacity, either for himself or for any other officer of the prison, or for any prisoner.

184. He shall freely and confidentially communicate with the General Prisons Board on all matters relating to the prison, apprising them of any occurrence of importance; and in case of any emergency not sufficiently provided for in the rules, he shall apply to them, and conform to their orders; acting, if necessary, in the meantime, to the best of his own judgment, according to the circumstances of the case.

185. He shall submit to the General Prisons Board as soon as possible after the 31st March in each year, a report in writing, specifying, with reference to the preceding year ended on that date, the conduct of the subordinate officers; the number of prisoners admitted to his custody, and their disposal; the conduct of the prisoners, and the number of punishments and restraints imposed on them; the number of escapes or attempts at escape; the labour in which the prisoners have been employed: the particulars of their labour and the value thereof; the state and condition of the buildings, fences, &c.; the repairs or alterations which have been made in the prison buildings, and such other particulars as may be directed; together with a certificate, signed by himself, stating whether

the rules laid down for the government of the prison have been complied with in every instance, except in such cases as have been distinctly reported to, or brought under the notice of the Prisons Board.

186. He may at any time offer any suggestion for improvements or for the advantage of the service, and shall not reserve it for his annual report.

187. All orders or communications having reference to any department of a prison shall be addressed to the governor as the responsible head of the establishment, whose duty it shall be to communicate them as the orders of superior authority to all officers of the department concerned, and they shall be obeyed in the same manner as if addressed to those officers themselves.

188. Excepting under special circumstances, and as permitted by his instructions, he shall not allow any person, except the judges of the Supreme Court of Judicature, the bishops of the diocese, and the visitors appointed by the Lord Lieutenant to enter the prison, or hold any communication with a prisoner, without a written order from the General Prisons Board or the Lord Lieutenant.

189. He shall have the power to examine all persons and vehicles going into or out of the prison, and he may exclude any person who may refuse to be examined.

190. He shall have power to remove from the prison any visitor to the prison or to a prisoner whose conduct is improper, recording the same in his journal.

191. He shall keep the following records and accounts :—

- (1.) A journal, in which he shall record all occurrences of importance within the prison, and such other matters as he is directed to record therein.
- (2.) A nominal record of all prisoners in his custody in such form as may be directed.
- (3.) A record of the name, age, height, weight, features, particular marks, general appearance, and other particulars relating to every prisoner upon his admission, and any subsequent variations in the same.
- (4.) A record of the conduct, industry, and class of each prisoner, and of such other particulars concerning him as may be directed.
- (5.) A record of the manner in which prisoners have been employed, and of the work done by them.
- (6.) A record of the offences committed by prisoners, and of the manner in which the reports of such offences have been disposed of.

(7.) Such books of account of money and stores as may be required.

(8.) A "prisoners' property book" for the entry of all money and articles belonging to prisoners on admission, or afterwards sent for their use, and for showing how all such property may have been disposed of.

192. He shall enter in a book, to be called the "Governor's Order Book," all his orders relative to the management and discipline of the prison, and shall cause such orders to be communicated to the proper officers.

193 He shall be responsible for the safe custody of all books and documents required to be kept.

194. He shall keep the prescribed records of the conduct of officers, and may fine subordinate officers and servants in any such amount not exceeding five shillings for neglect of duty or other offence against the prison rules; the amount of the fines to be applied as may from time to time be directed.

195. He shall notice the state of health of subordinate officers and servants, and their ability to perform their duty, and call upon the medical officer to examine such as appear unequal to it.

196. He shall make such reports as may be directed relative to the character and conduct of subordinate officers, and to their ability and fitness to perform their duties.

197. He shall have power to suspend any subordinate officer or servant in case of misconduct, and shall report the particulars without delay to the General Prisons Board.

198. He shall forward to the General Prisons Board without delay any report or complaint which any officer of the prison may desire to make to them, and shall on no account suppress it, but he may offer any explanation with it which it may seem to require.

199. He may, if the terms of the contract permit it, purchase articles from any contractor, for the use of his family, at the contract rate, but, with this exception, he shall not have for his own use, or that of any other person, any dealings with any tradesman supplying the prison.

200. He shall cause an abstract of such of the rules as relate to the treatment and conduct of prisoners (printed in legible characters), to be fixed up in conspicuous parts of the prison, and such abstract he shall read or cause to be read to the prisoners once in every quarter. He shall record in his journal such reading, or any omission of such reading, and the reason thereof.

201. He shall take an early opportunity of seeing all prisoners after their admission, and satisfying himself that they understand the rules and regulations to which they are required to conform, the privileges they may gain by industry and good conduct, and the consequences of idleness and misconduct.

202. He shall take every opportunity of impressing on the prisoners that the particulars of their conduct are noticed and recorded, and that whilst no effort at good conduct and industry on the part of a prisoner will be disregarded, every act of wilful misconduct will be equally noted and will tend to prolong the period of his detention under penal discipline.

203. He shall use his best endeavours to assist in the identification of prisoners, and with that object shall furnish to the governors of other prisons, and to the police, any information in his power.

204. He shall visit and inspect daily the wards, cells, yards, and divisions of the prison; also the bakehouse, kitchen, and workshops, and every cell or other place in which any prisoner is undergoing punishment or special discipline, or charged with any offence, and see every prisoner once at least in every twenty-four hours. It shall be his duty daily to visit all prisoners while employed on public works, and see that they are industrious, and that all orders respecting the application of labour are duly enforced; and in default of such daily visits and inspections, he shall state in his journal how far he has omitted them, and the cause thereof.

205. He and the deputy governor shall, each at least once during the week, go through every part of the prison at an uncertain hour of the night; which visits, with the hour and state of the prison at the time, the governor shall record in his journal.

206. If the governor shall omit to perform any duty or routine prescribed he shall record such omission in his journal with the cause thereof.

207. He or his deputy shall attend Divine service in the prison whenever it is performed, inserting in his journal any omission, and the cause thereof. He shall see that the subordinate officers and prisoners attend such services as directed in the rules.

208. He shall deliver or cause to be delivered to the chaplains lists of prisoners absent from Divine service, with a statement of the causes of their absence.

209. He shall use his best endeavours to promote the efforts made to advance the education of the prisoners.

210. He shall assist with his influence and authority the exertions of the chaplains for the reformation of the prisoners.

211. He shall use his endeavours, by communicating with discharged prisoners' aid societies and otherwise, to assist in providing prisoners with employment on their discharge in order to prevent them from falling again into crime.

212. He shall visit the infirmary daily, and see all prisoners therein, that proper arrangements are made for the safe custody of the sick prisoners, and that discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support and assist the medical officer in the performance of his duties.

213. He shall notify to the medical officer, without delay, the illness of any officer or prisoner, and shall furnish to him daily a list of the prisoners reported sick in the prison.

214. He shall notify to the proper chaplain or prison minister and medical officer the case of any prisoner whose life is in danger, or whose state of health in mind or body appears to require their attention.

215. He shall daily provide for the proper chaplain and the medical officer a list of prisoners under punishment.

216. He shall carry into effect the written recommendation of the medical officer for the alteration of the discipline or treatment of any prisoner, or for the supply of any additional articles to any prisoner on medical grounds.

217. He shall, without delay, report to the General Prisons Board any case of insanity or apparent insanity occurring among the prisoners, or any case in which the medical officer shall be of opinion that the life of any prisoner will be endangered by further imprisonment, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline.

218. He shall carry into effect the written recommendation of the medical officer for separating from the other prisoners any prisoner labouring under any infectious, contagious, or mental disease, or suspected thereof; and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

219. In any case in which the sickness of any prisoner shall, in the opinion of the medical officer, have assumed an aspect of danger, the governor shall, whenever practicable, inform the relatives of such prisoner thereof.

220. Upon the death of any prisoner in his custody he shall give immediate notice thereof to the General Prisons Board, to the coroner of the district, and, when practicable, to the nearest relatives of the deceased.

221. He shall see that no officer of the prison, nor any prisoner, nor any person who may be under contract to supply anything for the service of the prison, is a juror on any inquest which may be held on the body of a prisoner who shall have died in his custody.

222. He shall take the necessary measures, in concurrence with the chaplain of the religious persuasion to which the deceased prisoner belonged, for the decent interment of the body in such burial ground as may be appointed for the purpose.

223. He shall supply to the coroner the name of any prisoner who may tender his evidence in the case of an inquest about to be held on the body of any prisoner.

224. He shall report to the General Prisons Board in respect of any inquest on a prisoner any special finding of the jury or other circumstances which may occur at the inquest.

225. He, or the deputy-governor, shall read every letter addressed to or written by a prisoner, and every such letter shall be marked with the initials of the governor or deputy-governor, as the case may be. The governor shall use his discretion in communicating to or withholding from a prisoner at any time the contents of any letter addressed to such prisoner; but every case in which he may think it proper to withhold a letter, which according to the rules might be communicated to or written by a prisoner, shall be noted by him in his journal.

226. He may at any time communicate to a prisoner or to his friends any matter of importance to such prisoner.

227. He shall hear the reports against prisoners every day at such hour as shall be most convenient.

228. He may award to prisoners punishments as provided under rules for prison offences, recording the same in such manner as may be ordered.

229. He shall enforce the observance of silence throughout the prison, and prevent all intercourse or communication between the prisoners, so far as the conduct of the business of the prison, or the labour of the prisoners, will permit, and shall take care that all necessary and unavoidable intercourse or communication between them shall be conducted in such manner only as he shall from time to time direct.

230. In a case of absolute necessity he may put a prisoner in irons, as a restraint, but not as a punishment. If he shall consider it necessary to keep a prisoner in irons or mechanical constraint for a longer period than 24 hours, he shall apply to the General Prisons Board, who may by order in writing direct the prisoner to be kept in irons for such period as they may think necessary, and this order shall be preserved by the governor as his warrant.

231. In cases of emergency he may secure prisoners by means of the light steel connecting chains made use of in the removal of prisoners, under the same limitations and restrictions as attend the use of ordinary irons.

232. He may, with the concurrence of the medical officer, use the body belt for the restraint of a violent invalid prisoner who cannot be otherwise restrained.

233. He shall record in his journal every case in which a prisoner may be placed in restraint by his order, or, in the case of a prisoner under treatment in the infirmary or a female prisoner, by the order of the medical officer.

234. He shall take care that no prisoner is subjected to any punishment which the medical officer is not satisfied he is capable of undergoing.

235. He shall attend every corporal punishment inflicted within the prison; and he shall enter in his journal the hour at which the punishment was inflicted, the number of lashes or strokes given, and any order which he or the medical officer may have given on the occasion.

236. He shall, after the infliction of two-thirds of any sentence of corporal punishment, have power to remit the remainder or any portion thereof.

237. He shall see that every prisoner in a punishment cell shall be visited during the day at intervals of not more than three hours by the appointed officer.

238. He shall promote the useful employment and industrial training of the prisoners.

239. He shall take care that the labour of all the prisoners is made use of in such a way as to be to the best advantage to the public service, and shall not permit the employment of any prisoner in any private work whatever for himself or for any other officer of the prison, or any other person, nor in any way contrary to the rules.

240. He shall take care that every prisoner having a complaint to make or request to prefer to him shall have ample facilities for doing so, and he shall redress any grievance, or take such steps as may seem necessary, recording the same in the appointed manner.

241. He shall inform the General Prisons Board of any prisoner who desires to see a member thereof.

242. He shall pay attention to the ventilation, drainage, and sanitary condition of the prison, and take such measures as may be necessary for their being maintained in perfect order.

243. The governor shall frequently examine and see that the washing-places, baths, and other provision for purposes of cleanliness or sanitation are in efficient working order, and he shall impress upon officers the duty of reporting at once any defect by which these arrangements do not effect their proper object.

244. He shall take care that proper precautions against fire are adopted, and that the fire-engine and other appliances

for the extinction of fire are at all times kept in good order and ready for use. He shall take care that instructions are given as to the steps to be taken in case of fire, and that the officers concerned are acquainted with their duties on such occasions.

245. He shall frequently inspect the articles supplied for the food of the prisoners or for the service of the prison ; and in case of any question as to the quantity or quality of any article, he shall cause the same to be surveyed by such officers of the prison as he may think fit, of whom, in the case of any article of food, the medical officer shall be one ; and upon the report of such officers he shall give such directions as may appear to him to be necessary, recording the same in his journal.

246. He shall promote the utmost economy in every department of the prison, and carefully examine all demands submitted by the respective officers before signing and forwarding them for approval.

247. He will be required to examine all bills and accounts previously to their being paid. He will make a quarterly examination of the steward's books, and affix his signature thereto ; he will also ascertain by weekly inspection that the steward's books are duly posted. He will also debit himself with all money received on behalf of prisoners.

248. He shall afford to the visitors appointed by the Lord Lieutenant full information on matters connected with the prison, and shall give them free access to all parts of the prison, and to all prisoners, and shall submit the prison books for their inspection.

249. He shall keep a book in which such visitors may insert any remarks they may have to make.

250. When visiting the prison in which female prisoners are kept, he shall be attended by a female officer.

251. When the governor is absent from the prison the deputy-governor shall perform all his duties, and on such occasions the deputy-governor shall be competent to perform any duty required to be performed by the governor.

252. If under any circumstances the governor and deputy-governor are both absent, the charge of the prison shall devolve on the chief warder, or senior principal warder, to whom it shall be regularly delivered over ; but the omission of such delivery shall not justify such chief or principal warder in neglecting the charge, if he shall be aware that the governor and deputy governor are actually absent from the prison.

The Matron.

253. The rules to be observed by the governor and other officers of a prison in which male prisoners are confined shall so far as applicable be observed by the superintendent, matrons, and other officers of a prison for female prisoners.

254. In a prison for female prisoners which is in charge of a governor, his duties, in his absence, shall be performed either by the senior matron in the same way as is provided in the case of the absence of the governor of any other prison, or by such other officer as may be determined by the General Prisons Board.

255. In a prison for female prisoners, which is in charge of a superintendent, the duties in her absence shall in like manner be performed by the senior matron,

256. The superintendent or senior matron of a prison shall take care that no male officer or visitor enters the division of the prison allotted to females unless accompanied by herself or some other female officer.

The Medical Officer.

257. He shall reside in the house assigned to him, and attend all sick prisoners, and all officers and servants of the prison, resident at the prison or within such distance as may be prescribed by the General Prisons Board. He shall also attend the families of officers and servants of the prison, subject to such conditions and limitations as may be prescribed by the Board.

258. He shall have the general care of the health of the prisoners, and shall report to the General Prisons Board, and make known to the governor, any circumstance connected with the prison, or the treatment of the prisoners, which shall at any time appear to him to require consideration on medical grounds.

259. He shall himself conform to the rules and regulations of the prison, and shall support the governor in the maintenance of discipline and order and the safe custody of the prisoners.

260. He shall keep journals, in which he shall record such matters connected with his duties as may be directed.

261. He shall keep such statistical records and furnish such returns as may be directed relative to the health and medical treatment of officers and prisoners, and to the sanitary condition of the quarters of the officers and of the prison buildings.

262. He shall report periodically, and from time to time as may be directed, on the general health and sanitary condition of the establishment, the health of the officers, their capability for performing their duties, the health of the prisoners, and in reference to any other point upon which he may be directed to report.

263. He shall report, as may be directed, any disregard of the requirement that all officers and servants, and their families, shall be vaccinated.

264. He shall submit to the General Prisons Board, as soon as possible after the 31st March in each year, a report in

writing with reference to the year ended on that day, with statistics of sickness, mortality, removals on medical grounds, insanity, suicide, and hospital treatment among the prisoners, and such other particulars as may from time to time be directed.

265. He may at any time offer any suggestion for improvements or for the advantage of the service, and shall not reserve it for his annual report.

266. The medical officer shall examine every prisoner on reception, and shall record his state of health, and such facts connected therewith as may be directed.

267. When any prisoner is about to be removed from the prison, he shall duly examine him and certify as to his fitness to leave the prison, and as to such other particulars regarding him as may be required.

268. He shall give directions in writing for separating from the other prisoners any prisoner labouring under any infectious, contagious, or mental disease, or suspected thereof, and shall immediately take such steps as may be necessary to prevent the spread of any contagious or infectious disease.

269. He shall once every day, or oftener, visit every prisoner under punishment, or under special discipline, or any other prisoners to whom his attention shall be specially directed.

270. He shall every day see such prisoners as complain of illness, at that hour which may be arranged as most convenient, reporting to the governor in writing those who are fit to labour, and giving directions in writing respecting those who are to be kept in. He shall daily visit the sick in the infirmary at such times as may be necessary and convenient, and he shall attend at once on receiving information of the serious illness of any prisoner or officer.

271. Any directions relative to the health of any prisoner not being under medical treatment in the infirmary shall be entered by the medical officer in a book which shall be submitted to the governor.

272. Any special recommendation that a prisoner, not being under medical treatment in the infirmary, shall have additional food, shall be entered by the medical officer in a book which shall be submitted to the governor.

273. He shall see every prisoner at least once a week, so as to ascertain his general state of health, and whether he is clean in his person and free from disease.

274. He shall give notice to the governor and the chaplain when the sickness of any prisoner appears to him to assume an aspect of danger.

275. He shall report in writing to the governor the case of any prisoner to which he may think it necessary on medical grounds to draw attention, and make such recommenda-

tion as he may deem needful for the alteration of the discipline or treatment of such prisoner, or for the supply to him of additional articles.

276. Whenever he shall be of opinion that the life of any prisoner will be endangered by his continuance in prison, or that any sick prisoner will not survive his sentence, or is totally and permanently unfit for prison discipline, he shall state such opinion, and the grounds thereof, in writing, to the governor, who shall duly report the same to the General Prisons Board. The medical officer shall also forward a copy of this report direct to the Under Secretary for the information of the Lord Lieutenant.

277. He shall examine every prisoner, and shall report if he is unfit to be kept at hard labour or at any particular kind of labour; and shall assist, when called on, in assigning the task of labour according to the physical capacity of a prisoner. He shall from time to time examine the prisoners during the time of their being employed at labour, and shall enter in his journal the name of any prisoner whose health he thinks to be endangered by a continuance at labour of any particular kind, and report the same to the governor; and thereupon such prisoner shall not again be employed at such labour until the medical officer certifies that he is fit for such employment.

278. If any case of peculiar difficulty or danger shall occur, the medical officer shall have power to call in additional aid, referring previously to the General Prisons Board for approval, if the case will reasonably admit of such reference. No capital operation shall be performed without a previous consultation with another medical practitioner, except under very urgent circumstances not admitting of delay, which circumstances the medical officer shall record in his journal.

279. Whenever the medical officer considers it necessary to apply any painful test to a prisoner to detect malingering or otherwise, such test shall only be applied by authority of the General Prisons Board.

280. Before a prisoner is placed in close confinement, or is subjected to corporal or dietary punishment, the medical officer shall examine such prisoner, and certify whether or not he is fit for the same.

281. He shall attend every corporal punishment inflicted in the prison, and his instructions thereon for preventing injury to health shall be obeyed.

282. He shall record in his journal every case in which he may concur in the use of the body belt for a violent invalid prisoner who cannot be otherwise restrained.

283. The use of the strait jacket for the restraint of a prisoner under treatment in the infirmary only, and of ankle straps for the restraint of a violent female prisoner, may be

authorised by the medical officer alone, who shall record the use of such restraints in his journal and report the same to the governor.

284. He shall inform the governor of any particular point of which he may become aware in regard to the person of any prisoner which might assist in identifying him.

285. As early as practicable in every month, he shall inspect every part of the prison for the purpose of ascertaining that nothing exists therein likely to be injurious to the health of the prisoners, and especially that the ventilation is sufficiently provided for and properly attended to. The result of this inspection shall be recorded in his journal.

286. He shall frequently examine the washing-places, baths, and other provision for purposes of cleanliness or sanitation, and see whether they are in efficient working order, and report at once to the governor any defect or insufficiency therein.

287. He shall frequently inspect the food of the prisoners, cooked and uncooked, reporting thereupon to the governor when necessary.

288. The medical officer shall insert in his own handwriting in the prescription book all orders for administering medicines to the prisoners, and he shall compound all medicines required by those whom he is bound to attend.

289. He shall keep regular accounts of the receipt and expenditure of all medicines and other medical stores, and shall be responsible that sufficient requisitions are made by him (through the governor or superintendent) in due time to ensure there being always a proper supply of medical stores in the prison. He shall from time to time examine the medicines kept in the surgery in order to assure himself of their purity.

290. He is to examine all subordinate officers appointed to the establishment before they commence their duties; and, when required, all candidates for employment as subordinate officers or servants of the prison who may be sent to him for that purpose, and report whether they possess the necessary qualifications as to health and strength.

291. Whenever he shall temporarily absent himself from the prison, he shall leave notice at the surgery with the infirmary warder and with the hospital matron where he may be found in the event of his services being required.

292. If prevented from attending to his duties by illness he shall communicate the circumstance without delay to the governor, and shall, if necessary, submit, through him, to the General Prisons Board, the name and address of a substitute for approval; and shall in like manner, when applying for leave of absence, submit the name of a substitute who will perform his duties during such leave.

293. Where an assistant surgeon is appointed to a prison he shall assist the medical officer in the performance of his duties as may be directed, and in his absence shall perform his duties.

294. The assistant surgeon shall assist in preparing and dispensing the medicines ordered for the sick, and shall use all diligence to ensure that they shall be taken as ordered.

295. From and after the date on which the foregoing rules shall come into operation, the under-mentioned rules shall be repealed, namely,—

Rules for superior officers of male convict prisons,

Do. Mountjoy Male Convict Prison,

Do. Mountjoy Female Convict Prison,

made by the directors of convict prisons; and

Rules for the treatment of convicts,

Do. government of convict prisons,

Do. classification, &c. of male convicts,

made by the General Prisons Board for Ireland on the 23rd May, 1882, the 14th July, 1885, and the 28th December, 1886, respectively; also all rules heretofore made from time to time respecting the diet of convicts confined in prisons in Ireland.

296. The foregoing rules shall apply to the several convict prisons in Ireland, and shall come into operation upon the expiration of forty days after the same, having been settled and approved by the Lord Lieutenant and Privy Council, shall have been laid before Parliament.

Made and executed this 14th day of February, 1894, by the
General Prisons Board for Ireland.

Charles F. Bourke,

Chairman.

(Seal.)

By the Lord Lieutenant and Privy Council in Ireland.

Houghton.

In pursuance of the General Prisons (Ireland) Act, 1877,* we, the Lord Lieutenant General and General Governor of Ireland, with the approval, advice, and consent of the Privy Council of Ireland, have settled and hereby approve of the foregoing rules made by the General Prisons Board for Ireland.

Given in the Council Chamber, Dublin Castle, the 24th day of February, 1894.

S. Walker, C.

Macdermot, A.-G.

Thomas A. Dickson.

* 40 & 41 Vict. c. 49.

**ORDER OF THE LORD LIEUTENANT IN COUNCIL, DATED
AUGUST 6, 1895, APPROVING RULES OF THE GENERAL
PRISONS BOARD, IRELAND, FOR THE GOVERNMENT OF
CONVICT PRISONS.***

1896. No. 297.

In pursuance of the General Prisons (Ireland) Act, 1877,† the General Prisons Board for Ireland hereby make the following Rules for the government of convict prisons in Ireland:—

**SYSTEM OF CLASSIFICATION AND REMISSION FOR MALE
PRISONERS UNDER SENTENCE OF PENAL SERVITUDE.**

Marks and Remission.

1. The term of penal servitude to which each convict is sentenced, will be represented by a certain number of marks calculated at the rate of six marks for each day of his sentence.

2. His industry will be recorded by marks, and when by industry with good conduct he has gained the number of marks which represents his sentence, he may be discharged on licence.

3. Marks may be assigned to him at the rate of—

Eight marks per day for steady hard labour and the full performance of his allotted task;

Seven marks per day for a less degree of industry;

Six marks per day for a fair but moderate day's work.

4. A convict whose conduct is either indifferent or bad may be fined a certain number of marks, according to the nature and degree of the offence, and will thus forfeit by misconduct some of the remission he may have earned by industry.

5. A convict who by his industry earns eight marks every day and forfeits none for misconduct obtains, therefore, in every three days as many marks as represent four days of his sentence and has gained the maximum remission of one-fourth thereof.

6. If a convict while on licence is again sentenced to penal servitude, the term for which he was licensed will be added to the new sentence, and marks will be calculated as for a term equal to the combined periods.

7. If a convict has to serve a term of penal servitude by reason of forfeiture or revocation of licence, whether accompanied or not by a sentence of imprisonment, such term will be represented by marks in like manner to a new sentence.

* These Rules having been laid before both Houses of Parliament for forty days, came into operation on the 22nd March, 1896.

† 40 & 41 Vict. c. 49.

8. A convict sentenced to penal servitude for life must not, unless special instructions are given to the contrary, entertain any expectation of release until he has completed 20 years. No specific number of marks can be stated as giving a claim to release, in accordance with paragraph 2, but the number assigned daily to each convict for his industry will be recorded, as well as his forfeitures for misconduct. His case will be considered in due course by the Lord Lieutenant on its own merits.

9. On Sunday a convict will be awarded marks according to the degree of his industry during the previous week.

10. A convict who by his misconduct forfeits the whole of his remission will be liable to be kept in separate confinement during the last six months of his sentence.

11. A convict in the light labour class will, except as specially provided, be credited only with six or seven marks per day, according to his industry.

12. A convict in hospital will, except as specially provided, be credited only with six marks per day on week days, and seven on Sunday.

Classification.

13. A convict during the term of his sentence will be required to pass through the following classes, or so much of them as his sentence will allow, viz. :—

Probation class, one year, or until he has earned 2,920 marks ;

Third class, one year, or until he has earned 2,920 marks ;

Second class, one year, or until he has earned 2,920 marks ; after which he will be eligible for promotion to the first class.

14. A convict in probation class will—

(a) be kept in separate confinement until he has earned 2,190 marks ;

(b) until he has earned 224 marks, be employed 10 hours daily in strict separation on first class hard labour ;

(c) after he has earned 224 marks, and until he has earned 448 marks, be employed on hard labour of second class ;

(d) be allowed to write one letter during the first week of his sentence and receive a reply, and also to receive one visit during that period, and, after he has earned 1,440 marks, may receive and write a letter, and receive a visit of 20 minutes' duration ;

(e) after he has earned 2,190 marks, be eligible for employment on public works ;

(f) on reception at a public works prison, be allowed to write and receive one letter, but no other while in this class ;

(g) be allowed one period of exercise on Sundays.

Convicts in the probation class will wear the ordinary convict's dress without facings.

15. A convict in the third class will be allowed—

(a) to receive one visit of 20 minutes' duration, and both to receive and write a letter, and after earning 1,440 marks, to receive another visit of 20 minutes' duration, and to receive and write another letter.

(b) to receive a gratuity at the rate of 1s. for each 240 marks, earned in this class, but not to exceed, in the whole, 12s. in this class.

Convicts in the third class will wear the ordinary gray convict's dress with black facings.

16. A convict in the second class will be allowed—

(a) to receive a visit of 20 minutes' duration, and both to receive and write a letter, and afterwards, at the expiration of intervals during each of which he must have earned 960 marks, he may again be accorded the same privileges ;

(b) to receive a gratuity at the rate of 1s. 6d. for each 240 marks earned in this class, but not to exceed, in the whole, 18s. in this class ;

(c) two periods of exercise during Sunday.

Convicts in the second class will wear the ordinary gray convict's dress with yellow facings.

17. No convict will be promoted to the first class until he can read and write, except in special cases which must be approved by the General Prisons Board.

18. A convict in the first class will be allowed--

(a) to receive a visit of half an hour, and both to receive and write a letter, and afterwards, at the expiration of intervals during each of which he must have earned 720 marks, he may again obtain the same privileges ;

(b) to receive a gratuity at the rate of 2s. 6d. for each 240 marks earned in this class, but not to exceed, in the whole, 30s. in the first class, nor 3l. altogether ;

(c) three periods of exercise on Sundays.

Convicts in the first class will wear the ordinary gray convict's dress with blue facings.

19. A convict who has earned 2,920 marks in the first class and passed through that class with exemplary conduct, may be admitted into the special class when he is within twelve months of his release.

20. A convict in the special class will be eligible—

- (a) to receive a visit of half an hour, and to receive and write a letter, and afterwards, at the expiration of intervals during each of which he must have earned 480 marks, he may again obtain the same privileges ;
- (b) for any special employment for which his services may be required ;
- (c) to be recommended, if not promoted to the intermediate class, for an extra gratuity not exceeding 3*l.* on discharge, provided he goes to a prisoners' aid society ;
- (d) to be recommended for an extra remission not exceeding one week.

Convicts in the special class will wear a blue dress.

21. *Intermediate Class*.—Convicts under sentence of not less than five years who are considered eligible for the intermediate class are permitted to pass the later portion of their sentences in that class before release on licence.

Convicts in the intermediate class will wear the dress of the special class with "I" badge.

22. The period to be passed in this class varies according to the prisoner's sentence, six months being the period under a five years' sentence and a month additional being allowed for every additional year of sentence.

23. No convict under sentence of 10 years or less will be considered eligible for the intermediate class till he is in the special class, or, if under sentence of five years, in the first class, with exemplary conduct in that class, and has earned the required number of marks under his sentence.

24. The following classes of convicts are ineligible for the intermediate class :—Convicts under sentence of less than five years ; convicts whose crimes or previous circumstances in life preclude them from being treated in the ordinary manner ; those who have passed on a former occasion through the intermediate class or an intermediate prison ; those who are imbecile or unfit for labour ; and those who are guilty of heinous offences.

25. There may also be other exceptional cases where the convicts concerned will be adjudged ineligible for the intermediate class,

26. A convict whose sentence does not admit of his attaining the special class, and who is not sent to the intermediate class may be recommended for an extra gratuity, provided he has not forfeited more than 720 marks for remission, and has passed nine months preceding his release with exemplary conduct, and avails himself of a prisoners' aid society on discharge. This extra gratuity will not exceed 10*s.* for a convict under sentence of three years, 1*l.* for a convict under sentence of four years, and 2*l.* for one under sentence of five years.

27. A convict whose licence is forfeited or revoked will not be admitted into the special class, nor be eligible for an extra gratuity, as provided in paragraph 26.

28. A convict whose licence is forfeited or revoked, without receiving a fresh sentence of penal servitude, will not again be permitted to receive the gratuities referred to in the foregoing paragraphs. But he may, after he has earned 224 marks, be credited with a gratuity not exceeding 1s., or at the rate of 1d. for every 20 marks earned; after he has earned 448 marks he may be credited with a gratuity not exceeding 1s. 6d., or 1d. for every 12 marks earned, and after he has earned 672 marks, he may be credited with a gratuity at the rate of 1d. for every 10 marks earned, provided that the whole of his gratuity, including what he may have earned under a preceding sentence of imprisonment, shall not in any case exceed 10s.

SYSTEM OF CLASSIFICATION AND REMISSION FOR FEMALE PRISONERS UNDER SENTENCE OF PENAL SERVITUDE.

Marks and Remission.

1. The term of penal servitude to which each convict is sentenced, will be represented by a certain number of marks, calculated at the rate of four marks for each day of her sentence.

2. Her industry will be recorded by marks, and when by industry with good conduct she has gained the number of marks which represent her sentence, she may be discharged on licence.

3. Marks may be assigned to her at the rate of—

Six marks per day for steady hard labour and the full performance of her allotted task;

Five marks per day for a less degree of industry;

Four marks per day for a fair but moderate day's work.

4. A convict whose conduct is either indifferent or bad may be fined a certain number of marks, according to the nature and degree of the offence, and will thus forfeit by misconduct some of the remission she may have earned by industry.

5. A convict who by her industry earns six marks every day and forfeits none for misconduct obtains, therefore, in every two days as many marks as represent three days of her sentence, and has gained the maximum remission of one-third thereof.

6. If a convict while on licence is again sentenced to penal servitude, the term for which she was licensed will be added to the new sentence, and marks will be calculated as for a term equal to the combined periods.

7. If a convict has to serve a term of penal servitude by reason of forfeiture or revocation of licence, whether accompanied or not by a sentence of imprisonment, such term will be represented by marks in like manner to a new sentence.

8. A convict sentenced to penal servitude for life must not, unless special instructions are given to the contrary, entertain any expectation of release until she has completed 20 years. No specific number of marks can be stated as giving a claim to release, in accordance with paragraph 2, but the number assigned daily to each convict for her industry will be recorded, as well as her forfeitures for misconduct. Her case will be considered in due course by the Lord Lieutenant on its own merits.

9. On Sunday a convict will be awarded marks according to the degree of her industry during the previous week.

10. A convict who by her misconduct forfeits the whole of her remission, will be liable to be kept in separate confinement during the last six months of her sentence.

11. A convict in the light labour class will, except as specially provided, be credited only with four or five marks per day, according to her industry.

12. A convict in hospital will, except as specially provided, be credited only with four marks per day on week days, and five on Sunday.

Classification.

13. A convict during the term of her sentence will be required to pass through the following classes, or so much of them as her sentence will allow, viz :—

Probation class, nine months, or until she has earned 1,620 marks ;

Third class, nine months, or until she has earned 1,620 marks ;

Second class, nine months, or until she has earned 1,620 marks ;

after which she will be eligible for promotion to the first class.

14. A convict in probation class will be kept in separate confinement until she has earned 1,620 marks. She will be allowed to write one letter during the first week of her sentence, and receive a reply, and also to receive one visit during that period, and after she has earned 1,080 marks, she may receive and write a letter, and receive a visit of 20 minutes' duration. If transferred to another prison while in this class she will be allowed to write and receive one letter, in addition to those above, but no other while in this class. She will be allowed one period of exercise on Sunday.

Convicts in the probation class will wear the ordinary brown serge dress.

15. A convict in the third class will be allowed—

- (a) to receive one visit of 20 minutes' duration, and both to receive and write a letter, and after earning 1,080 marks to receive another visit of 20 minutes' duration, and to receive and write another letter ;
- (b) to receive a gratuity at the rate of 2s. for each 180 marks earned in this class, but not to exceed, in the whole, 18s. in this class.
- (c) one period of exercise on Sunday.

Convicts in the third class will wear the ordinary brown serge dress, and "No. 3" badge.

16. A convict in the second class will be allowed—

- (a) to receive a visit of 20 minutes' duration, and both to receive and write a letter, and afterwards at the expiration of intervals, during each of which she must have earned 720 marks, she may again be accorded the same privileges ;
- (b) to receive a gratuity at the rate of 2s. for each 180 marks earned in this class, but not to exceed, in the whole, 18s. in this class.
- (c) two periods of exercise on Sunday.

Convicts in the second class will wear the green serge dress, and "No. 2" badge.

17. No convict will be promoted to the first class until she can read and write, except in special cases which must be approved by the General Prisons Board.

18. A convict in the first class will be allowed—

- (a) to receive a visit of half an hour, and both to receive and write a letter, and afterwards at the expiration of intervals, during each of which she must have earned 540 marks, she may again obtain the same privileges ;
- (b) to receive a gratuity at the rate of 4s. for each 180 marks earned in this class, but not to exceed, in the whole, 2l. 4s. in the first class, nor 4l. altogether.
- (c) two periods of exercise on Sunday.

Convicts in the first class will wear a dark blue serge dress, and "No. 1" badge.

19. A convict who has earned 1,620 marks in the first class, and passed through that class with exemplary conduct, may be admitted into the special class when she is within nine months of her release, if from any cause, without fault of her own, she is unable to go to the refuge class.

20. A convict in the special class will be eligible—

- (a) to receive a visit of half an hour, and to receive and write a letter, and afterwards at the expiration of intervals, during each of which she must have earned 360 marks, she may again obtain the same privileges ;

- (b) for any special employment for which her services may be required ;
- (c) to receive an extra gratuity not exceeding 2*l.* on discharge, provided she goes to a prisoners' aid society ;
- (d) to be recommended for an extra remission not exceeding one week.

21. The following qualifications are necessary to render a female convict eligible for the refuge class :—

- (a) She must be in the first class, except her sentence is one of five years, in which case she may become eligible for the refuge class while in the second class. Women who fail to obtain first class only from being unable to read and write, may, on special leave by the General Prisons Board, be promoted for the purpose of being eligible for the refuge class.
- (b) Her conduct and industry must be good.
- (c) Her health must be good, and she must be physically capable of earning a livelihood.
- (d) She must not have more than nine months' time to serve before becoming due for discharge on licence, or expiration of sentence.
- (e) No convict who has been at a refuge, or in the refuge class, will be sent to the refuge class again without special sanction from the General Prisons Board ; no convict will be sent to the refuge class who has had the privilege of refuge or refuge class twice under former sentences.
- (f) Previous to any convict becoming due to go to the refuge class, who was convicted of murder or violent assault, or whose crime or character is remarkable or notorious, the attention of the General Prisons Board should be specially called to the case.

22. Convicts under sentence of less than five years' penal servitude are not eligible for refuge class.

23. A convict whose sentence does not admit of her attaining the special class and who is not sent to the refuge class may be recommended for an extra gratuity, provided she has not forfeited more than 5*40* marks for remission, and has passed six months preceding her release with exemplary conduct, and avails herself of a prisoners' aid society on discharge. This extra gratuity will not exceed 7*s.* 6*d.* for a convict under sentence of four years, and 1*l.* 10*s.* for one under sentence of five years.

24. A convict whose licence is forfeited or revoked, will not be admitted into the special class, nor be eligible for an extra gratuity, as provided in paragraph 23.

25. A convict whose licence is forfeited or revoked, without receiving a fresh sentence of penal servitude, will not be again permitted to receive the gratuities referred to in the

foregoing paragraphs. But she may, after she has earned 168 marks, be credited with a gratuity not exceeding 9*d.*, or at the rate of 1*d.* for every 20 marks earned; after she has earned 336 marks, she may be credited with a gratuity not exceeding 1*s.* 2*d.*, or 1*d.* for every 12 marks earned; and after she has earned 504 marks, she may be credited with a gratuity at the rate of 1*d.* for every 10 marks earned, provided that the whole of her gratuity, including what she may have earned under a preceding sentence of imprisonment, shall not in any case exceed 7*s.* 6*d.*

26. A limited number of convicts whose conduct and industry have been good in prison, and who are qualified according to the rules in such case provided, may be sent on special conditional licence nine months before the period at which they would ordinarily be discharged from prison, to refuges or kindred institutions, the managers of which may consent to receive them, and, if the conduct of the women while in them is good, they will interest themselves as far as they can in obtaining situations and employment for them on their discharge.

The foregoing Rules shall apply to the several convict prisons in Ireland, and shall come into operation upon the expiration of forty days after the same, having been settled and approved by the Lord Lieutenant and Privy Council, shall have been laid before Parliament.

Made and executed this 2nd day of May, 1895, by the
General Prisons Board for Ireland.

(Seal.)

J. S. Gibbons,
Chairman.

By the Lords Justices and Privy Council in Ireland.

Ashbourne, C.
Gerald Fitzgibbon.

In pursuance of the General Prisons (Ireland) Act, 1877,* we the Lords Justices-General and General Governors of Ireland, with the approval, advice, and consent of the Privy Council of Ireland, have settled, and hereby approve of, the foregoing rules made by the General Prisons Board for Ireland.

Given in the Council Chamber, Dublin Castle, this 6th
day of August, 1895.

C. R. Barry,
John Atkinson.

* 40 & 41 Vict. c. 49.

3. Bridewells.*

**FORM OF QUARTERLY RETURN OF PRISONERS IN BRIDEWELLS,
APPROVED BY THE LORD LIEUTENANT UNDER THE PRISONS
(IRELAND) ACT, 1856.†**

Quarterly Return of Prisoners in
Quarter ending

Bridewell for the
18

No.	Prisoner's Names.	Crime.	By whom lodged in Bridewell.	At what Date and Hour.	By what written Authority, and of what Date.	Whether remaining in Bridewell.	Whether removed from Bridewell, and by whom.

(continued.)

At what Date and Hour.	By what Authority, and of what Date.	How disposed of.	Term of Imprison- ment.	No. of Nights con- fined.	No. of Meals.	Amount paid for Subsist- ence.	Observations.
					M. F.	£ s. d.	

* The existing Bridewells are Ballina, Birr or Parsonstown, Clifden, Fermoy, Kilrush, Loughrea, Mallow, New Ross, and Newry.

† 19 & 20 Vict. c. 68.

4. Prisons Generally.

Photographing, &c., of Prisoners.

RULES DATED JUNE 20, 1877, MADE BY THE LORD LIEUTENANT, OF IRELAND, AS TO REGISTERING AND PHOTOGRAPHING OF HABITUAL CRIMINALS.

Prevention of Crimes Act, 1871.*

Prevention of Crimes Amendment Act, 1876.†

In exercise of the powers vested in us by the above Acts, we the Lords Justices General and General Governors of Ireland, make the following regulations:—

1. The regulations dated 7th April, 1870, as to periodical returns to be made by the governors of gaols to the Registrar of Criminals, and as to the photographing of persons convicted of crime, are cancelled from the 1st July, 1877.

2. The governor of each prison is, every Saturday, to forward to the Registrar of Habitual Criminals, Dublin Castle, a separate return of every habitual criminal about to be liberated from the prison in the following week.

By "habitual criminal" is meant a person who, within the meaning of the Prevention of Crimes Act, 1871* (*see* sections 7 and 20), is "convicted on indictment of a crime, a previous conviction of a crime being proved against him." The return to be made on form as annexed, or such form as may from time to time be issued by the Registrar of Habitual Criminals.

3. In addition, there are to be forwarded at the same time, returns of any habitual criminals liberated during the current week, which for any reason have been omitted to be sent on the previous Saturday.

4. Three photographs, made in accordance with the directions given in circular of 28th April, 1870, are to be sent with each form of return.

5. The name of the prisoner and the date are to be marked, reversed on the negative so as to appear in a conspicuous position on the background of the portrait.

6. In order to secure accuracy and uniformity in the returns, instructions will, from time to time, be issued from the Habitual Criminals Registry, which are to be carefully followed.

*J. T. Ball, C.
Hedges Eyre Chatterton.*

Dublin Castle, 20th June, 1877.

* 34 & 35 Vict. c. 112.

† 39 & 40 Vict. c. 23.

THE PREVENTION OF CRIMES ACT, 1871.*

FORM B.—IRELAND.

Prison.

Saturday

18 .

PARTICULARS of a person convicted of a crime specified in the 20th section of the Prevention of Crimes Act, 1871, and who will be liberated from this gaol within seven days from the date hereof, either on commutation or expiration of sentence or by licence from the Government :—

Name under which convicted,

Place where convicted, and before whom,

Date of conviction,

Crime for which convicted,

Sentence,

If ordered to be under the supervision of police when liberated and for what period,

Date to be liberated,

Whether released on commutation or expiration of sentence, or licence,

Address where going to reside on liberation,

Names of two gaol officers who can identify the criminal,

Description.

Hair,

Eyes,

Eyebrows,

Nose,

Mouth,

Complexion,

Visage,

Make,

Height, feet, inches.

Marks on person,

Present age, years.

Trade or occupation,

Married or single,

Born at

Resided before committal at

Friends reside at

Particulars of any previous Convictions, if known.

Names under which Convicted.	Place of Conviction.	Date of Conviction.	Offence.	Sentence.

This space not to be
written on.

Remarks.

Three photographs of
the criminal on paper
are in every case to ac-
company this return.

Signature of governor of prison,

REGULATIONS DATED MARCH 30, 1897, MADE BY THE LORD LIEUTENANT OF IRELAND UNDER SECTIONS 8 AND 9 OF THE PENAL SERVITUDE ACT, 1891,* FOR THE MEASURING AND PHOTOGRAPHING OF CRIMINAL PRISONERS.

1. Subject as hereinafter mentioned, a criminal prisoner may be photographed and measured at any time during his imprisonment.

2. He shall be photographed either in the dress of the prison, or in the dress he wore at the time of his arrest or trial, or in any other dress suitable to his ostensible position and occupation in life.

The photograph to be taken shall include a photograph of the full face, and a photograph of the true profile of the prisoner.

3. The measurements to be taken may include:—

- The length and breadth of the head.
- The length and breadth of the face.
- The length and breadth of the ears.
- The length of either foot.
- The length of the fingers of either hand.
- The length of the cubit and hand, either right or left.
- The span of the arms.
- The prisoner's height when standing.
- The prisoner's height when sitting.
- The size and relative position of every scar and distinctive mark upon any part of the body.

The external filament of the fingers and thumbs of both hands to be taken by pressing them, first upon an inked plate, and then upon paper or cardboard, so as to leave a clear print of the skin surface.

4. An untried criminal prisoner shall not be photographed or measured while in prison save by order of the Lord Lieutenant or upon an application in writing signed by an officer of police of not lower rank than district inspector, and approved by a justice of the peace, or in the Metropolitan Police District by the Commissioner or Assistant Commissioner of Police, and all such applications shall set forth that from the character of the offence with which the prisoner is charged, or for other reasons, there are grounds for suspecting that he has been previously convicted, or has been engaged in crime, or that from any other cause his photograph and measurements are required for the purposes of justice.

5. When an untried prisoner, who has not been previously convicted of crime, shall have been photographed and measured

* 54 & 55 Vict. c. 69.

under the preceding regulation, if he be discharged by the magistrate or acquitted upon his trial, all photographs (both negatives and copies), finger print impressions, and records of measurements so taken, shall be forthwith destroyed, or handed over to the prisoner.

Roberts.

Hedges Eyre Chatterton.

Dublin Castle,
30th March, 1897.

Ex. J. M.
7/27/07
